



## Minutes of the Finance & General Purposes Committee Meeting on Monday 14<sup>th</sup> January 2019

### Present

**Chairman:** Cllr Beer

**Councillors:** Burrows, Hartnell, Ledger, Read, Rowland, Sanham & Squire

**In attendance:** Town Clerk  
No public

### **138. Election of a Chairman**

The Committee **RESOLVED** to appoint Cllr Beer as the Chairman of the Finance and General Purposes Committee for the remainder of the Municipal Year (moved Cllr Sanham; seconded Cllr Read)

### **139. Election of Vice Chairman**

The Committee **RESOLVED** to appoint Cllr Rowland as the Vice Chairman of the Finance and General Purposes Committee for the remainder of the Municipal Year (moved Cllr Ledger; Seconded Cllr Hartnell).

### **140. Apologies for Absence**

No apologies were received. Cllrs Squire and Burrows both arrived part way through the meeting

### **141. Declaration of Interest**

Councillors Hartnell declared a Personal Interest as an East Devon District Council (EDDC) Councillor.

### **142. Budget for 2019/20**

The Committee considered the latest draft of the Budget and discussion took place around:

- Artisan Markets – the need to add a line to the budget for equipment replacement fund and that the carry forward figure at the end of the year be transferred to this budget line
- Why the Council hasn't received the annual payment from EDDC for £7,500 which is a salary contribution for the Town Maintenance Operatives and the need to chase this up with EDDC.
- The need for Cllr Hartnell and the Town Clerk to meet with Andrew Hancock from EDDC to discuss the future of the salary contribution
- Why £5,000 only had been put into the budget for the works to Seaton Down Hill car park when a previous report had estimated costs of £20-£25k. Cllr Hartnell confirmed that the £5,000 was for remedial works only to fill in potholes and that the Council will need to consider building up a fund for full resurfacing going forward

- Whether £5,000 was really needed for opening up Fore Street. Clarification was given that the £5,000 was to cover public consultation and, if the project were to go ahead, amendment of the Traffic Order
- Whether the £5,000 should be split into two parts - £500 for public consultation and £4,500 for town centre enhancement
- Whether £2,000 was sufficient for the vehicle replacement fund
- Whether the next van should be purchased or leased and the wish that an electric vehicle is considered
- The need to increase the budget for maintaining play equipment at the Underfleet Play area and to carry forward £500 from the 2018/19 financial year
- Clarification as to whether the amenities budget for street furniture maintenance was a total of £1,000 carried forward from 2018/19 or a new budgetary provision of £1,000 or both. It was confirmed that the budget for 2019/20 should be a total of £2,000 comprising of £1,000 carried forward from 2018/19 plus an additional budget of £1,000
- The need to get quotes for works to street furniture and bus shelters. The Town Clerk and Town Maintenance Officer to visit each bus shelter to review its condition
- The need to consider consolidating the Marshlands Ear Marked Reserves (EMRs) and transferring this into the Marshlands budget for Building Maintenance. It was clarified if any emergency arises that exceed the Building Maintenance budget would be funded from the General Reserve
- The need to remove the £5,000 budget for replacing the doors in the function room
- The need to reduce the budget for Marshlands water rates
- Whether the 2018/19 budgets for Gas Heating Maintenance, Water Supply Maintenance, Decorating, Equipment Hire Costs and Crockery and Glass are carried forward to 2019/20
- The need to increase the Events Officers salary budget in accordance with the anticipated outturn position for 2018/19 plus 5% cost of living increase
- Whether to include a budget for contributing to the running of the swimming pool even through a decision has not yet been made by the Council
- Whether the EMR for the Neighbourhood plan needs to be kept. It was felt that the Town Clerk should investigate with other Town Councils in east Devon are doing and that a report go back to Council before a decision can be made on the EMR
- The need for information regarding the likely cost of Town and Parish Elections to be taken before Council on 21<sup>st</sup> January 2019
- The need to increase the budget for staff recruitment advertising
- Increasing the budget for the Seafront Enhancement Scheme project so that works could commence as soon as possible. Consideration was given to increasing the budget and moving some money out of the General Reserve for this project
- The impact these changes would have on the precept and the need to consider the level of increase of the precept

The Committee **RESOLVED** that a line be added to the budget for Artisan Market equipment replacement for 2019/20 and that the 2018/19 year end figure is carried forward to this budget

(moved Cllr Sanham; seconded Cllr Beer)

The Committee **RESOLVED** that a meeting with Andrew Hancock of EDDC be instigated as soon as possible to discuss the future of the salary contribution  
(moved Cllr Hartnell; seconded Cllr Beer)

The Committee **RESOLVED** that the £5,000 added to the budget for opening up Fore Street consultation be split into two budget lines - £500 for public consultation and £4,500 for Town Centre Enhancement  
(moved Cllr Hartnell; seconded Cllr Rowland)

The Committee **RESOLVED** that the budget for the vehicle replacement fund be kept at £2,000  
(moved Cllr Sanham; seconded Cllr Rowland)

The Committee **RESOLVED** to carry forward £500 from the 2018/19 underspend on the Underfleet equipment maintenance budget to the 2019/20 financial year  
(moved Cllr Sanham; seconded Cllr Ledger)

The Committee **RESOLVED** that the Ear Marked Reserves for Marshlands Work Hub, Marshlands Repairs/Improvement and Marshlands long term fund are taken out of reserves and transferred as a carry forward balance of £5,849 to the Building Maintenance budget for 2019/20. The budget of £3,000 for 2019/20 is removed.  
(moved Cllr Sanham; seconded Cllr Read)

The Committee **RESOLVED** that the budget of £5,000 for replacement of the Marshlands function room doors be removed from the budget  
(moved Cllr Rowland; seconded Cllr Sanham)

The Committee **RESOLVED** that the budget for Marshlands Water rates be reduced to £500 for 2019/20  
(moved Cllr Sanham; seconded Cllr Ledger)

The Committee **RESOLVED** that the 2018/19 budgets for Gas Heating Maintenance, Water Supply Maintenance, Decorating, Equipment Hire Costs and Crockery and Glass are carried forward to 2019/20  
(moved Cllr Sanham; seconded Cllr Ledger)

The Committee **RESOLVED** to increase the salary budget for the Events Officer to £8520 for 2019/20  
(moved Cllr Ledger; seconded Cllr Rowland)

The Committee **RESOLVED** to add in a budget of £5,000 to the Summer Activity Programme  
(moved Cllr Rowland; seconded Cllr Ledger)

The Committee **RESOLVED** to increase the budget for staff recruitment to £550 for 2019/20  
(moved Cllr Ledger; seconded Cllr Hartnell)

The Committee **RESOLVED** to allocate an additional £20,000 to the Seafront Enhancement Scheme project with £10,000 being added to the 2019/20 budget and £10,000 being transferred from the General Reserve.

The Committee **RECOMMENDED** to Council the 2019/20 Budget and Precept, subject the changes outlined above  
(moved Cllr Sanham; seconded Cllr Rowland)

Cllr Squire arrived during this agenda item at 6.40pm  
Cllr Burrows arrived during this agenda item at 6.55pm

The meeting ended at 8.45pm

**Chairman:** \_\_\_\_\_

**Dated:** \_\_\_\_\_