



FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held in the Skyrm Room, Public Hall on Tuesday 17th March 2020 at 7.00pm.

- 450 PRESENT:** Cllr Mrs Page (Chairman), Cllr Beswarick, Cllr Body, Cllr Cheeseman, Cllr Mrs Cooke, Cllr Corbett, Cllr Dawkins, Cllr Drinnan, Cllr Monks, Cllr Turner; also Mrs Bright (Town Clerk).
- 451 APOLOGIES FOR ABSENCE:**
Apologies for absence were received from Cllr Langridge.
- 452 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 19TH NOVEMBER 2019**
The minutes of the Finance & General Purposes Committee meeting held on 19th November 2019 having been circulated were amended to record Cllr Body as present at the meeting and subsequently signed by the Chairman as a correct record.
- 453 DECLARATIONS OF INTEREST**
The Town Clerk confirmed Councillors requests for a dispensation to discuss matters relating to the Precept 2020/21 had been granted with the exception of Cllr Mrs Cooke.
- 454 INTERNAL AUDIT**
Members had previously **NOTED** an error highlighted within the Internal Audit report in respect of Min. No. 428 and **RESOLVED** to **APPROVE** and **SIGN** the minutes of the Finance & General Purposes Committee meeting held on 19th March 2019.
- 455 GRANT APPLICATIONS**
- (a) **Beaminster Woman's Institute** – the Town Clerk advised of an application received with regard to an event scheduled for July highlighting an Eco initiative 'Reduce, Reuse, Recycle' whilst raising funds for the two local charities who have a presence in the town. Members supportive of the initiative and **RESOLVED** a grant of £67.
- (b) **Beaminster Pre-school Ltd** – members had previously been circulated with a copy of a confidential request for the consideration of a support grant. Following due consideration members **RESOLVED** to fund the three projects outlined at a cost of £2,200 subject to the receipt of paid invoices. **RESOLVED** to carry forward £2,200 from 4522/102 Community/Devovement Fund.
- (c) **Dorset Blind Association** – members considered a request for a grant to support their work assisting blind and partially sighted residents of the town. **RESOLVED** a grant of £150 to be paid in the new financial year.

456 PREVIOUSLY APPROVED GRANTS

(a) Beaminster Festival

NOTED subsequent to the request the event had been cancelled due to the Coronavirus outbreak.

(b) Beaminster Museum

The Town Clerk sought guidance as to when would be an appropriate time to release the previously agreed grant of £3,000 towards the Museum extension project, given that the build would not commence until September 2020. **RESOLVED** to release the funds after work had commenced on site.

457 BANKING SERVICES

The Town Clerk reminded members of the decision to establish an internet payment system and sought a decision as to the number and names of councillors delegated to authorise online payments. **RESOLVED** to delegate Cllr Turner, Cllr Drinnan, Cllr Body and Cllr Monks to authorise on line payments in conjunction with the Town Clerk.

458 BUDGET

(a) Budget Comparision – actual against budget

Members had previously been circulated with a copy of the budget and **NOTED** the actual against budget together with the projected budget forecast at 31st March 2020.

The Chairman took members through the budget, page by page, no significant issues were raised. The Town Clerk reported official advice from the VAT consultant as follows:

- VAT Registration backdated to 1st June 2018
- Recommendation for Public Hall – 90% public use, 10% council use
- To amend the Football Club and Cricket Club Licence to peppercorn rent of £1
- No requirement to opt to tax the Public Hall based on this year's figures

NOTED and **RESOLVED** to proceed on the basis outlined.

(b) End of year adjustments

The Town Clerk took members through items in her report and members **RESOLVED** to:

- Transfer outstanding balances in respect of the Community/Devolvement Fund and Play Area Project to EMR at year end
- Include provision of funds for bunting in the Square
- Transfer the budget for Welcome to Beaminster signs to next year

(c) Budget forecast 2020/21

The Chairman took members through the budget framework for 2020/21 page by page and members **RESOLVED** to:

- Increase the salary budgets by 2% pending any cost of living increase that might be agreed
- Reduce the income in respect of the Public Hall due the cancellation of all hirings following the Coronavirus outbreak
- Place the provision of public toilet in Memorial Playing Field on hold due to lack of funds

459 PUBLIC BODIES (Admission to Meetings) ACT 1960

RESOLVED that public and press be now excluded from the meeting whilst discussion took place on the following items on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of business to be transacted in respect of staffing issues and consideration of quotations received.

(a) Staffing Sub-Committee

Members had previously been circulated with the minutes of the Staffing Sub-committee meeting held on 4th March 2020. **NOTED**

No issues were raised and the minutes were **ADOPTED**.

(b) BUNTING

The Town Clerk advised quotations for the supply of bunting were available however no costs were to hand with regard to putting up/taking down.

460 DATE OF NEXT MEETING

The date of the next meeting to be confirmed.

461 MEETING

The meeting which started at 7.00pm closed at 8.40pm.



Chairman