

BERE FERRERS PARISH COUNCIL

At a meeting of the Finance and General Purposes Committee meeting held in the Council Chambers on Tuesday 21st June 2022.

Present:

Cllr. R. Leithall	Chairman
Cllr. P. Crozier	Chairman of Council
Cllr. P. Dennis	Cllr. R. Maycock
Cllr. D. Pengelly	Cllr. S. Russell

78. Apologies

Apologies were received from Cllr. Lamb. The Council accepted his apology.

79. Declaration of Interest

No interests were declared.

80. Notification of items for information at the discretion of the Chair. No action can be taken on these items.

Cllr. Crozier informed the Committee that there was a proposal for the Co-Op in Fore Street in Bere Alston, to relocate to opposite The Bowling Club. There is no further details at this stage.

Cllr. Dennis reported that, due to the sewer pipe having to be replaced along the Crowndale Road, the Crowndale recycling centre will be closed for 6 weeks from 4th July 2022. The centre will only be open for garden waste.

Cllr. Dennis wished to know what provisions West Devon Borough Council had in place to stop fly tipping occurring during this period?

Cllr. Crozier stated that the Council expected residents to keep hold of their waste until the centre was fully open again, or if people wish to go to another site, information on the nearest tip is on their website. If anyone see a case of fly tipping to report to the Parish Council or West Devon Borough Council and it will be dealt with in the usual manner.

The Clerk to write to West Devon Borough Council requesting information on what their provisions have been put in place during the centre's closure.

81. Matters arising from the meeting held on 17th May 2022

Matters Arising

Minute 518 (474)

The issue of trying to get a bank card for the Clerk is still ongoing. Another business mandate form has been completed, but we have received no further update. The Clerk to chase up again.

Minute 518 (478)

The Clerk is still trying to locate the correct department at BT to talk to, in order to discuss having the old GPO box removed from the entrance of the dog field in Bere Alston.

Minute 528

Cllr. Dennis confirmed that the new fire alarm in the Parish Hall had been installed and is working.

Minute 525

The Council's insurance has been renewed with Zurich.

82. To accept the June 2022 accounts for payment

The Clerk explained that a few amendments were required with regards to the HMRC payment and payment to be made to Cllr. Crozier, as she needed to double check the amounts listed for payment were correct. Cllr. Leithall proposed, after the amendments were made, accepting all payments, seconded by Cllr. Dennis.

The Clerk was also asked to check where the recommended fire extinguishers replacements had been ordered.

83. To accept the F & G.P Detailed Receipt and Payment Report ending 31st May 2022

Cllr. Russell asked for an explanation for the expenditure showing under nominal code 4300 Section 137 expenditure. The Clerk explained that 137 expenditure is a power that allows local councils to spend money that is for the direct benefit of its area and residences, therefore any expenditures incurred for the Platinum Jubilee and Operation London Bridge has been marked against this code.

Discussed took place regarding ensuring any expenses caused by vandalism, be shown as that on the report. Also, any insurance claims

Cllr. Dennis proposed acceptance of the report, seconded by Cllr. Russell.

84. To accept the reconciled bank statement and petty cash ending 31st May 2022

Cllr. Leithall proposed acceptance of the reconciled bank statement, seconded by Cllr. Russell.

85. Renewal of Council's domain name and approve payment for the Council's website MOT service

The Committee agreed to review the domain name and the Clerk to set up a direct debit payment.

It was discussed that the council's website needs modernising and a MOT service on the website will suggest upgrades.

Cllr. Dennis proposed the Council £75 for the service. Seconded by Cllr. Crozier. All were in favour.

86. Review of the Council's Equality and Diversity Policy

The policy has been updated, using the National Association of Local Council template as a guide.

Cllr. Crozier proposed adoption of the Policy, seconded by Cllr. Dennis. To be updated on the Council's website.

87. Review of the Council's Lone Worker Policy

The policy has been updated, using parts of the National Association of Local Council template and the Council's previous Lone Worker Policy.

Cllr. Maycock proposed adoption of the new policy, seconded by Cllr. Dennis. To be updated on the Council's website.

88. Review of the Donation Policy

The committee discussed the policy. It was agreed that no changes were required at this time, but if any members had any suggested amendments, they can be discussed at another meeting.

Cllr. Dennis proposed adoption of the policy, seconded by Cllr. Crozier. The Clerk to ensure it is added to the Council's website.

89. Annual Inspections of bus shelters

The inspection report will be given at the next meeting.

90. Replacement of defibrillator pad

The pads are due to expire in October 2022. The Clerk to purchase two new pads and ask whether the unused expired pads, could be extended by the recommendation two years.

91. Discuss the upgrade of the Council's telephone and broadband

Discussions took place with regards to the Council's telephone and broadband provider requesting the service be switched from analogue to digital.

The Clerk to investigate alternative suppliers and whether as a Council, they are able to take up special offers made to individuals.

92. Correspondence

1. The Clerk requested payment authorisation for an invoice from F D Garden Machinery for £64.00.

Cllr. Leithall proposed payment, seconded by Cllr. Maycock.

2. The Clerk request payment authorisation for £121.97 from EDF for the payment of electricity at the Council Offices.

Cllr. Leithall proposed payment, seconded by Cllr. Crozier.

3. The Clerk read out a letter from the Secretary of the Bere Ferrers Villagers Group, requesting the Council pay back the excessive donation the Group gave the Council for the Bere Ferrers zip wire project.

To be added to the next meeting's agenda to formally authorise.

4. A letter was received by the Council, which the members discussed into Part 2.

Cllr. Leithall proposed going into Part 2, seconded by Cllr. Maycock.

Cllr. Leithall proposed coming out of part 2, seconded by Cllr. Crozier.

After a discussion with regards to the letter, the Clerk has taken instructions on how to proceed with the matter.

93. . Agenda items for the next meeting

1. Quarterly Property inspection
2. Internal control statement
3. Bus Shelter inspection.
4. Procedure on updating the Council's policies on the website.

94. Questions from the public, at the discretion of the Chair

No members of the public were present at the meeting.

There being no further business, the Chairman thanked members for attending the meeting and declared the meeting closed at 9.29 pm.

Signed by the Chairman

Dated 28th June 2021