

## DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes, so they may be subject to change. Please check the minutes to that meeting to confirm whether or not they have been amended.

### MINUTES OF A MEETING OF FOWEY TOWN COUNCIL FINANCE COMMITTEE HELD ON 2<sup>nd</sup> JULY 2018 AT FOWEY TOWN HALL

**Present** Cllr J Berryman (Chairman), Cllr G Asker, The Mayor Cllr Mrs R Finlay (*ex officio*)

**In attendance** The Town Clerk, Sally Vincent

#### **18/01 Election of Chairman**

It was proposed by Cllr Finlay, seconded Cllr Asker and RESOLVED that Cllr Berryman should serve as Chairman for 2018/2019

**18/02 Apologies** Cllr Mrs F Day

#### **18/03 Declaration of Interests**

- a. Pecuniary – None
- b. Non Registerable – None.
- c. Dispensations - None

#### **18/04 Public Questions**

None

#### **18/05 Minutes of Meeting of 28<sup>th</sup> February 2018**

Proposed Cllr Asker, seconded Cllr Finlay and RESOLVED that the minutes be confirmed and signed by the Chairman.

#### **18/06 Matters Arising (for report only)**

None

#### **18/07 Town Quay Licences**

It was proposed by Cllr Berryman, seconded Cllr Finlay and RESOLVED that FTC should accept the quote for a stainless steel handrail for the TQ steps

It was proposed by Cllr Finlay, seconded Cllr Asker and RESOLVED that FTC should accept the quote for a commemorative plaque for the TQ

It was proposed by Cllr Asker, seconded Cllr Berryman and RESOLVED that FTC should meet the legal fees for the licence on the outer quay if SW Water was not prepared to do so.

It was proposed by Cllr Finlay, seconded Cllr Asker and RESOLVED that the Town Clerk should arrange for the DD memorial plaque on the quay to be cleaned and the weeds cleared on the upper quay.

It was agreed that the TQ Working Group should be asked to investigate the provision of cigarette stubbers on the top of the new waste bins

### **18/08 Squires Field**

As quotes for essential maintenance work in the childrens' playground had yet to be received, it was proposed Cllr Berryman, seconded Cllr Finlay and RESOLVED that this matter should be referred to full council on 18<sup>th</sup> July. Cllr Asker suggested that it would be prudent to arrange for a full safety audit of the equipment and it was agreed that the Town Clerk should obtain a quote for this work

The problem of fly tipping around the waste bin and the recycling containers was discussed at some length. Members considered that the actual presence of the recycling containers was probably one of the major causes and considered that they should be removed from the site and relocated, possibly in the Main Car Park. It was decided that Cllr Virr should be consulted about this in the first instance. It was also agreed that a quote should be sought for a sign warning about the penalties for fly tipping.

It was proposed Cllr Asker, seconded Cllr Finlay and RESOLVED that Russell Maclaren should be asked to deal with the rubbish in the shed at the top of the field

### **18/09 Provision of a Waste Bin at the Safe Harbour Bus Stop**

A quote for this was awaited and so it was agreed that this should be referred to full council on 18<sup>th</sup> July

### **18/10 Accounting Package**

The Town Clerk had obtained details and prices for both Sage and Quickbooks systems. Members discussed the merits of both systems and Cllr Asker proposed, Cllr Finlay seconded and it was RESOLVED that the Town Clerk should purchase a Sage 50 Cloud Standard package but wait until the end of August to do so, given the pressure of her current workload. The Town Clerk could then start inputting cost centres etc. and prepare the system for going live on 1<sup>st</sup> April 2019. It was further proposed by Cllr Askler, seconded Cllr Finlay and RESOLVED that the Town Clerk should be paid overtime for this additional work.

### **18/11 Review Budget 2018/2019**

The Town Clerk had supplied updated figures, which members studied, noting nothing of concern.

### **18/12 Matters Considered Urgent by the Chairman**

It was proposed by Cllr Berryman, seconded Cllr Asker and RESOLVED that a small reception should be held for some officers and crew on HMS Montrose on Sunday lunchtime, 29<sup>th</sup> July.. Cllr Finlay would investigate the availability of RFYC but if this was not feasible the event would be held in the Town Hall. Cllr Finlay would investigate the cost of a plaque to present to the ship to commemorate her visit to Fowey.

**Meeting Closed**      1.05pm

**Date of Next Meeting**                      to be confirmed