

DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes, so others 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 TOWN HALL COMMITTEE HELD ON 25th NOVEMBER 2013 AT FOWEY TOWN HALL

Minutes taken by Cllr Mrs. C. Eardley

Present: Cllr. S. Gudmunsen, (Chairman) Cllr. Mrs. C. Eardley, Cllr. Mr. D. Willmore

13/13 To Receive Apologies for Absence

Apologies had been received from Caroline Lewis (Caretaker)

13/14 Declaration of Interests

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

13/15 Public Questions

None

13/16 To Approve the Minutes of the Meeting held on the 1st October 2013

Proposed Cllr. Gudmunsen, seconded Cllr. Willmore and RESOLVED that the Minutes be confirmed and signed by the Chairman

13/17 Matters Arising from the Minutes not on the Agenda (for report only)

The Chairman confirmed the Town Hall chairs had been checked. Two need repair and the remainder had been steam cleaned, plus the stair carpet.

13/18 Budget 2014/2015

Cllr. Willmore had prepared a statement based on figures so far for 2013/2014, increasing these figures by 7% to project the figures for 2014/2015. Business Rates and payment (in arrears) of the Treffry Lease have had to be included.

Income from April is recorded as £9,500 which indicates that the Town Hall is nearly self-supporting.

Cllr. Willmore spoke of the computerised Finance Package for Local Councils that has recently been purchased which will make figures easier to understand.

It was proposed by Cllr. Gudmunsen, seconded Cllr. Eardley and RESOLVED that the sum of £13,000 plus £2,000 for non-recurring expenses should be presented to the Finance Committee for the Town Hall Budget requirements 2014/2015.

13/19 Risk Assessment

Cllr. Willmore had obtained a copy of the Risk Assessment for the Town Hall produced by Terry Pike on the 12th April 2013. This was read through point by point and as it was accepted as an accurate record it was proposed by Cllr. Willmore, seconded Cllr. Eardley and RESOLVED that the Report be signed by the Chairman.

It was noted that the Safety Record Book had not been signed off in October or November and is to be presented at the next full Council Meeting.

13/20 Date of Next Meeting - to be arranged

Meeting Closed: 3.20pm