

PORTLAND TOWN COUNCIL

FINANCE COMMITTEE MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES ON WEDNESDAY 01st AUGUST at 10.30 AM

PRESENT: Councillors Susan Cocking (Chairman), Jo Atwell and Charlie Flack

IN ATTENDANCE: Two members of the public.

228. Apologies for Absence

Cllr's Draper and Nowak sent apologies.

229. Declarations of Interests

None were declared.

230. Minutes of the Finance Meeting Held on 04th July 2018

These were agreed as a true and accurate record of the meeting and signed by the Chairman.

231. Minute Update and Matters Arising

The following were noted for the record:

Minute 222 Agreed by Full Council

Minute 223 Agreed by Full Council

232. Public Participation

The following question were asked by the public.

a. Had the grant been approved.

Cllr Cocking confirmed it had. To further debate she also stated that no decision was to be made on loan repayment as it was based on a 3-year cash flow forecast, the balance of the fund remained fluid with income and expenditure and that as part of the grant the PTC would pay in 18K.

233. Electric contract for the BEACH

It was agreed that the Clerk would investigate alternative tariffs with immediate effect including an alternative meter for tenants.

234. BEACH matters for approval and authorisation

a. Three quotes were looked at for a new fire alarm system.

C&N electrics were awarded the contract based on cost.

b. Three quotes were received for alarm monitoring and security.

ADT were awarded the contract based on cost and comprehensive cover.

c. The project manager recommended a full building plan application.

It was agreed to proceed with this.

d. It was requested as to the budget for furniture.

It was agreed to request 3 quotes on all areas.

e. It was asked if the IT quote for one provider could be reviewed.

It was agreed that all quotes must be like for like.

f. It was recommended to have an asbestos survey.

All were in complete agreement.

235. Actions on Internal audit

The Clerk confirmed that the responses sent to the internal audit were accepted. There was no further action.

236. Initial Precept discussion

All agreed to removal contingency, hall hire, elections and projects from the precept column.

The Clerk was to provide a new draft for the next meeting.

It was also agreed to insert specific reserves funds into the accounts.

It was to be recommended to Full Council that the following SRF's be included into the accounts. Neighbourhood Planning, Community Infrastructure Levy, Elections, Grants, BEACH (L&G), BEACH (FC), Environment fund and Equipment.

237. Payments for approval

The following were approved for payment:

Darkin Miller Limited	Audit	£306.31
Npower	Electric (BEACH)	£38.28
Blakes	Project Management (BEACH)	£1000
Terry Mutter	Window cleaning	£20
Sue Cocking	Ex gratia	£60
Charlotte Richards	Travel	£18

238. 2018/19 Financial report

The Clerk confirmed there was little to report since the Full Council meeting.

239. Next meeting

The next meeting was confirmed on Wednesday, 05th September, at the Council Offices, Easton, starting at 10.30 am.

However, it was agreed to hold an extraordinary meeting on Wednesday, 15th August, at the Council Offices as there was no Full Council in August.

The meeting closed at 11.45 hours.

Signed Dated
(Chairman)