

# BUCKFASTLEIGH TOWN COUNCIL

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**Minutes of the Town Council Meeting held on Wednesday 21<sup>st</sup> December 2022 at 7.00pm.**

**Present:** Councillors: Sue Clarke (Chair), Erin Kohler-Ockmore, John Bailey, Huw Cox, Ron Fox, Sylvee Phillips, and Judith Hart (Town Clerk).

**Press:** None

**In attendance:** None

**22/161. Apologies for absence:** Cllrs Mark Jefferys, Leigh Walker-Haworth and John Nutley (Teignbridge District Council).

No apologies received from Cllr Caroline Bach-Price

**22/162. Councillors invited to declare any interests:** None

**22/163. To approve and sign the minutes from the Town Council Meeting held on 16<sup>th</sup> November 2022 and review actions from this meeting:**

Signed by Cllr Clarke

**Actions:**

- The Warm Spaces initiative is now up and running.
- Cllr Cox has not yet had any contact with the member of the public who raised various issues at the October meeting.
- Uptake of the free community Christmas meal is higher than last year. Meals will be delivered on Christmas Eve.

**22/164. To receive and note the minutes of the Tourism and Recreation Committee held on 30<sup>th</sup> November 2022:**

Noted

Buckfastleigh Post Office will be closing in mid-January. Cllr Cox is working with the Ashburton postmaster to explore ways to continue to provide a service within the parish.

The Clerk read a letter from Paul Roberts, Chair of the Buckfastleigh Christmas Fair committee highlighting the success of the fair and thanking the Town Council for our financial support. Members conveyed thanks to Paul and members of the committee for all their hard work.

**22/165. To receive and note the minutes of the Extraordinary Finance Meeting held on 14<sup>th</sup> December 2022:**

Noted.

**22/166. Questions and comments from the public:** No public present.

**22/167. Questions to District and County Councillors and comments on reports relevant to this meeting.**

Cllr Cox: The Teignbridge District Council (TDC) budget consultation is now available on their website.

**22/168. To resolve the Budget and Precept 2023/24 (final version) following recommendations from the Extraordinary Finance Meeting held on 14<sup>th</sup> December 2022:**

Cllr Clarke proposed Option 1 of the 2023-24 Budget/Precept Report as follows:

- To increase the budget from £149,100 to £150,550, an increase of 0.97% to the precept.
- And Option 4 to award a perennial grant of £44,000 to Victoria Park funded with £21,525 from the precept and £22,475 from the Town Council surplus. In addition to this to ring-fence a contingency of £10,000; to ensure overview and scrutiny to appoint at least one Town Councillor as a trustee to Victoria Park; ensure that this grant is awarded for energy costs only and is subject to an annual review.
- To award a perennial grant of £17,220 to the Buckfastleigh Town Hall and Institute.
- To ring-fence reserves as proposed in Minute No. 22/05 of the above meeting.

**Decision:** The above proposals were seconded by Cllr Phillips with all Members voting in favour. Resolved.

**22/169. To discuss two smaller grant applications deferred from the November Town Council meeting with applicants:**

The Clerk has had no further contact from the Pokemon Club or Woolly Nanas and has deferred to another meeting in the New Year.

**22/170. Review of Interim Audit Report 2022/23:**

The first report from the new Internal Auditor has been circulated to Members which was noted with no matters to be brought to the attention of the Town Council. The Clerk was thanked for her hard work and due diligence.

**22/171. Review of Financial Regulations:**

The Clerk highlighted a few minor amendments to the Financial Regulations and the request to increase the Clerk's expenditure from £2,000 to £2,500 for any single transaction.

**Decision:** Agreed by all Members.

It was noted that the Clerk is experiencing significant problems with signatory access to the Town Council bank account which was verified by Cllrs Kohler-Ockmore and Fox.

**22/171. Review of Assets, Risk Assessment, and Internal Control 2022/23:**

**Decision:** All 3 documents reviewed and adopted.

**22/171. Budget Analysis Report 01.11.22-30.11.22:** Noted

**22/172. Bank Payments Report and Bank Statement 01.11.22-30.11.22:** Noted

**22/173. Planning Applications for commercial sites and areas of significant development or interest:**

None.

**22/174. Chair's Announcements:**

There is concern regarding the lack of information and contact concerning the proposed Barn Park development and whether this application will proceed.

Cllr Clarke attended Kingsteignton Town Council Christmas service and Cllrs Clarke and Kohler-Ockmore were pleased to attend the Rowcroft Christmas Service at Buckfast Abbey earlier in the month.

Cllr Clarke was also delighted to be invited to the school nativity at Buckfastleigh Primary School in her capacity as Mayor.

**22/175. Councillor updates relevant to this meeting:** None

**22/176. Items requiring urgent attention:** None

**22/177. Summary of Key Messages:**

Statement regarding the 2023/24 Budget and Precept to be released by the Chair and Clerk in due course.

Meeting closed 8.10pm