

BARNSTAPLE TOWN COUNCIL

Minutes of The Finance and General Purposes Committee Meeting held on Monday, 26th October 2020 at 7.00pm by Video Conference.

Present: J Phillips (Chairman)
Councillors V Monk, V Elkins, I Roome, J Carter, L York, A Shah, J Coates, V Nel & J Orange.

In attendance: Mr R Ward Town Clerk.

FG016 Apologies, as recorded on the attendance sheet were received from Cllrs J Hunt (Health), J Wilsher (Health) & A Rennles (Health).

Apologies and reasons were considered and approved by councillors. (NC)

FG017 Declarations and Dispensations

Councillors I Roome, J Phillips, L York & J Orange as members of North Devon Council, declared a dispensation under SO65 to discuss and vote on any item on the agenda unless the item refers to a financial or legal agreement or dispute between the two authorities.

FG018 The committee resolved that the minutes of the meeting held on Monday 7th September 2020 be approved and signed as a correct record. (NC)

FG019 Financial Reports presented to the meeting were received and noted. (NC)

FG020 RESOLVED: To receive and note the report prepared by the Town Clerk on the impact of the Covid-19 pandemic on Town Council finances.

The report indicated that based on current projections of loses in rental and other incomes and for expenditure on activities that are unable to take place the Town Council is predicted to have a deficit related to Covid-19 in the region of £11,527.

The Chairman indicated that although this may not appear very significant in the context of the whole Town Council budget the effect may be felt to a greater extent in future years depending on the impact on the precept if the Barnstaple Tax Base is affected by the changes in the local economy and residents incomes. (Report at Appendix One). (NC)

FG021 Procurement of a New Website.

RESOLVED: Based on the report presented to appoint Supplier One, as recommended, in order to achieve current accessibility regulations. (NC)

FG022 Town Council CCLA Deposit Account

RESOLVED: to approve the transfer of an additional £150,000 to the CCLA deposit account, increasing the balance to £600,000 and to work towards maintaining a balance of a 3 to 4 months operating funds in the Town Council current account in order to minimise the risk to council funds. (NC)

Meeting ended at 7.30pm

Chairman.

Signed

Dated

Appendix One

21st October 2020

Agenda Item 05

Impact of the Covid-19 pandemic on Town Council finances

Income

NC	NC Name	2020-21 Budget	YTD Total	Expected outturn	Difference between Expected Outturn and Budgeted	Explanation
4151	Castle Centre hall Rents	£9,500	£371	£1,500	-£8,000	Since July currently only taking one booking per day, where possible hoping to increase to two.
4152	Castle Centre Room rents	£5,000	£20	£500	-£4,500	Not currently being used, planning to bring back in to use.
4153	Castle Centre tenants rent	£8,500	£1,010	£3,500	-£5,000	Most tenants now back in the building and paying rent from October.
4222	Guildhall Shops	£12,000	£0	£4,500	-£7,500	Retail tenants still significantly impacted by Covid. Rent holiday extended to December.
4251	Guildhall hiring's	£500	£0	£500	£0	Due to the nature of the building we are not currently able to service bookings in the Guildhall.
4751	Guildhall weddings	£2,000	£137	£137	-£1,863	All apart from one wedding postponed to 2021
4671	Fairground Rent	£15,000	£0	£0	-£15,000	2020 fair cancelled. Net impact on the budget expected to be in the region of £1,164 deficit
4672	Run out rent	£6,500	£0	£0	-£6,500	
		£59,000	£1,538	£10,637	-£48,363	

Expenditure						
NC	NC Name	2020-21 Budget	YTD Total	Expected outturn	Difference between Expected Outturn and Budgeted	Explanation
5227	Ceremonial	-£8,900	-£201	-£900	£8,000	Cancellation of all ceremonial events for 2020
5561	Special Events	-£9,500	-£1,500	-£1,500	£8,000	Cancellation of all special events for 2020 - contribution to Guildhall Christmas Lights 2020
5621	Fairground Prep	-£10,000	-£664	-£664	£9,336	2020 fair cancelled. Water/Electricity recharges for 2019. Net impact on the budget expected to be in the region of £1,164 deficit
5622	Civic Arrangements	-£7,500	-£500	-£500	£7,000	
5722	Event Costs	-£7,000	£0	£0	£7,000	No events planned for 2020
				-£2,500	-£2,500	Allowance for incidental costs including, hand sanitiser, face masks, IT costs to support home working and other one-off costs in response to pandemic risk
		-£42,900	-£2,865	-£6,064	£36,836	
	Current net expected impact on 2020-21 budget			£4,573	-£11,527	