

EXMOUTH TOWN COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL, EXMOUTH ON MONDAY 10th October 2011 AT 7.00PM

PRESENT: Councillors: R Turner (Chairman)
D Chapman B Nash
B Cole J Mitchell
T Cope M Mitchell
V Duval-Steer P Stott
P Graham S Sutton
A Greenhalgh E Wragg
J Humphreys S Wragg

APOLOGIES: Cllrs I Stewart, B Taylor, M Williamson, L Elson & T Dumper

The meeting was delayed by 15 minutes awaiting the completion of the Planning Committee Meeting.

F24 MINUTES OF THE MEETING HELD ON 1ST AUGUST 2011

The Minutes of the meeting held on 1st August 2011 were approved and signed as a correct record.

Arising Thereon:

Councillor Steve Wragg asked for a question regarding the Tesco S106 and whether some of the allocation could be used to assist the Rolle Centre project to be raised at the next full Council meeting.

F25 URGENT BUSINESS

It was reported that there was an item of Urgent business brought forward by direction of the chairman. This related to the Tourist Information Centre and would be dealt with at the end of the meeting as confidential information would need to be discussed.

F26 EXCLUSION OF PUBLIC AND PRESS

RESOLVED that under the Public Bodies Admission to Meetings Act 1960 the public and press be excluded in respect of the item to be considered at the end of the meeting because it is not in the public interest to discuss confidential financial information relating to another organisation which is unlikely to be otherwise disclosed.

F27 POLICY – PUBLIC SPEAKING

The Committee considered conditions to make provision for public speaking at its future meetings.

RESOLVED

(a) A three month trial for public speaking at future meetings of this committee be applied;

- (b) Public speaking be limited to a maximum of 3 minutes per person and to a total of 15 mins;
- (c) Prior notice of intention to speak to be lodged on a form no later than 3pm on the day of the meeting to enable the Chairman to manage requests;
- (d) Public Speaking to be at the beginning of the meeting;
- (e) Where several speakers wish to make similar points the chairman has the right to request one spokesperson.

F28 FLOWER TOWERS - TENDERS

The Committee considered tenders for a new three year contract for the provision of planting, maintenance and watering of the Council's 51 flower towers.

Details of tenders received were reported as follows:-

No	Contractor	Address	Telephone/Email	Amount	Conditions	Supply/Watering Only
1.	Noel Westlake	28 Cheriswood Avenue Exmouth EX8 4HG	01395 224556	£5,595 £9,666		Section A Section B
2.	David Tyrell	3 South Terrace, Lypstone, Exmouth EX8 5LN	01395 272522	£10,144		Section B only
3.	Boyces	New Barn Farm, Manstree Road, Shillingford St. George, Exeter	01392 832218	£8,483 £6443	Standard Mix Budget Mix £6443	Section A Section A
4.	East Devon District Council	Knowle Sidmouth		£7,971.04 £12,273.40		Section A Section B

RESOLVED that the tender submitted by Noel Westlake be accepted as the lowest tenderer in respect of both supply/planting and watering for the years 2012, 13 and 14..

Notes:

- (i) The Town Clerk made it clear that Noel Westlake was related to a member of staff but was a bona fide and qualified landscape gardener and had complied with the tendering process along with other contractors.

(ii) Cllr John Humphries declared a personal interest as this is his area of work.

F29 INTERNAL AUDIT

The Committee considered renewing the contract for internal audit services from Mr Ken Abraham for the next 5 years. It was considered that Mr Ken Abraham provide a professional internal audit service for the Council and that his appointment should be continued.

RESOLVED that the Town Clerk be authorised to sign the contract to continue employing Mr Abraham as the Council’s internal auditor for the next 5 years.

Note: The next item was taken as exempt information following exclusion of the public and press who had already left the meeting - See F26 above.

F30 URGENT BUSINESS – EXMOUTH TOURIST INFORMATION CENTRE

Mr Ian McQueen, Chairman of Exmouth Chamber of Trade and Commerce was invited to speak on the decision of the Chamber to close the current TIC some of the duties of which would be taken over by Travel World in the Strand.

Matters relating to the financial situation of the Chamber and TIC were then reported and a request was made to pay the complete grant of £5,000 to the Chamber for this year which had already been budgeted for. In addition a further grant of £10,000 was requested as the final grant necessary to allow the closure of the TIC. It was requested that any final decision should be made by the Council at its next meeting.

RESOLVED that the Chamber be requested to submit a paper for circulation to all Councillors as exempt information with financial information provided, to enable the Council to make a decision on final grant payments to bring the Council’s contributions to support the TIC to an end.

The meeting closed at 8.30pm

SIGNED.....

DATED.....