

**Tiverton Town Council**

Town Hall, St Andrew Street, Tiverton, Devon EX16 6PG

Town Clerk: J.F. Vanderwolfe FILCM Chartered MCIPD

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Draft until approved

Minutes of the Finance & General Purposes Committee Meeting held in the Council Chamber of the Town Hall on Monday 24th October, commencing at 6.15pm

Present: Cllrs, N Davey (Chairman), S Griggs, C Harrower, I Hill, B Holdman D Knowles, T Lindus and J Rendle

In Attendance: Town Clerk (Mr J Vanderwolfe)

218	Apologies Apologies had been received from Cllr's A Perris, C Daw and W Burke.
219	Declarations of Interest Cllrs N Davey, S Griggs and D Knowles declared personal interests item 224 (d) as members of the Mid Devon District Council.
220	Items to be Taken in Part B The Town Clerk had not recommended that any items on the agenda this evening be taken in Part B, therefore the whole meeting would be open to the public and the press
221	Minutes The minutes of the meeting held on the 11 th July 2022 were adopted as a true record. It was noted that the investment amount shown in 224(d) was One Hundred Thousand Pounds.
222	Matters arising from the Minutes that are not an agenda item It was confirmed that the new phone system was scheduled to be installed in early November.
223	Democratic Period No members of public in attendance.
224	Finance Reports a) The balance sheet as of the 11 th July 2022 was adopted. b) The income and expenditure report for September was examined. Concerns were raised at the large amount of expenditure relating to public toilets. At present one member of staff is employed, and when not on duty a contract cleaning company is used. Agreed to monitor the situation. c) Payments for September 2022 were agreed d) CCTV Payments: the town clerk explained that the new CCTV cameras would be monitored by the CCTV Centre in Exeter. This would provide a 24/7 monitoring service for the town centre CCTV cameras. The cost of installing the link between Tiverton and Exeter

by BT would be £8,500 and the annual rental cost would be £1,200. Exeter City Council would charge £25k per year for the 24/7 365 day service. This Service Level Agreement would remain at £25k for two years. It was hoped that the new system would be up and running by the end of 2022. The town clerk pointed out that the council meeting of the 14th February 2022 (minute 290) had agreed that the costs would be shared between Tiverton Town Council and Mid Devon District Council. A snagging report had identified only a few minor obstructions with viewing the cameras, with a few trees requiring attention. A number of questions relating to the system were asked by members, which were answered by the town clerk. It was proposed by Cllr T Lindus, seconded by Cllr I Hill that we agree to these costs subject to a Service Level Agreement being produced by Exeter City Council. All members voted in favour of this proposal.

- e) **River Exe Bridge Lights:** this was an additional item brought forward in the hope that if agreed, the lights could be installed w/c 14th November when the Christmas lights are installed. The cost of purchasing the lights for both sides of the bridge would be £1,200, with an additional cost of £950 for the installation. In addition to this for £220, the lights could be linked to the same wireless control system that is being used for the Christmas lights. The total costs would therefore be £2,370 plus Vat. There was a question regarding replacement of light bulbs that become defective. This quotation would not include any servicing and the town clerk made the point that it is not cost effective to call the company out to replace the odd light bulb. Cllr Hill asked if spare light bulbs could be held by the council, to which the town clerk replied that a Cherry Picker would be required to undertake such operations and that it could not be undertaken by council staff. Proposed by Cllr S Griggs and seconded by Cllr J Rendle that the council pay the £2,370 to enable this work to be undertaken. All members voted in favour of this proposal.

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Next Meeting; Monday 14th November 2022 at 6.15pm