

**PORTLAND TOWN COUNCIL**

**FINANCE COMMITTEE  
MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES  
ON WEDNESDAY 05<sup>th</sup> SEPTEMBER 2018 at 10.30 AM**

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

**IN ATTENDANCE:** Two members of the public.

**240. Apologies for Absence**

Cllr's Draper and West sent apologies.

**241. Declarations of Interests**

None were declared.

**242. Minutes of the Finance Meeting Held on 1<sup>st</sup> August 2018 and the Extra Ordinary Meeting Held on 15<sup>th</sup> August 2018**

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

**243. Minute Update and Matters Arising**

It was confirmed that item 235 was approved at Full Council.  
Item 234 was on the agenda.

**244. Public Participation**

There were no comments from the public.

**245. IT contract for the Brackenbury campus**

Two quotes had been received from the three contractors.

**It was unanimously agreed to contract South West IT on the basis of localism and cost.**

**246. Other BEACH matters for approval or authorisation**

The following payments were pre-approved for payment:

Star Building	Hall kitchen deposit	£4000
Star Building	Nursery kitchen deposit	£4000
The Garden Duck	Groundwork deposit	£1000

A budget report had been produced for the project.

**It was unanimously agreed that no further expenditure, other than essential or deemed a health and safety matter should be spent.**

**Cllr. Cocking was also given authority to spend up to £200 on small matters to ensure the project keeps moving forward.**

**247. Precept discussion**

The Precept was split into two parts – Town Council and LGR.

The current proposal is at Annex A and B and would be put to Full Council for consideration.

**248. Payments for approval**

The following payments were authorised and approved for payments:

WPBC	DD	<b>134.00</b>
CRC Building and Carpentry Ltd	BACS	<b>567.60</b>
The Garden Duck	BACS	<b>475.00</b>
C&N Electrical	BACS	<b>466.00</b>
Newsquest Media Group	BACS	<b>519.77</b>
Arise Web Design	BACS	<b>175.00</b>
Sue Thomason	BACS	<b>36.00</b>
WPBC	BACS	<b>2,973.74</b>
St George's Centre	BACS	<b>22.50</b>
Easton Methodist Church	BACS	<b>54.00</b>
Wessex Locksmiths	BACS	<b>77.00</b>

Cllr. Flack request that the advertising for the Town Clerk vacancy be taken from the reserves as no budget has been set for this.

**This was unanimously agreed.**

**249. 2018/19 Financial Report to 31<sup>st</sup> August 2018**

The Clerk confirmed that Precept at this point was well under budget.

**250. The Committee's next meeting is scheduled to take place on Wednesday, 3<sup>rd</sup> October 2018, at the Council Offices, Easton, starting at 10.30 am.**

The meeting closed at 11.15 hours.

Signed ..... Dated .....  
(Chairman)