



Ottery St Mary Town Council

Minutes of the **FINANCE COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** held in the Meeting Room, 8 Broad Street, Ottery St Mary EX11 1BZ on **THURSDAY 25TH APRIL 2024 at 4.00PM**

PRESENT: Councillors Stewart (**Chair and Deputy Mayor**), Grainger (**Mayor and Deputy Chair**), Green, Lucas and Kerry Kennell, Clerk

F24/04/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Aherne

F24/04/02

TO RECEIVE DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA AND RECEIPT OF REQUESTS FOR NEW DISCLOSABLE PECUNIARY INTERESTS (DPIS) DISPENSATIONS FOR ITEMS ON THE AGENDA

Cllr Stewart	No interests declared
Cllr Grainger	No interests declared
Cllr Lucas	No interests declared
Cllr Green	No interests declared

F24/04/03

IN CONSIDERATION OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 (PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED): TO AGREE ANY ITEMS TO BE DEALT WITH AFTER THE PUBLIC AND PRESS HAVE BEEN EXCLUDED

It was **RESOLVED** that the following items will be discussed in confidential session: Agenda item 6 Consideration of Community Grant Applications and Agenda item 7 Consideration of Shop Front Grant Applications.

F24/04/04

TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO SUBMIT QUESTIONS/COMMENTS FOR CONSIDERATION

There was none.

F24/04/05

TO APPROVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE MEETING OF 21ST FEBRUARY 2024 (minute refs F24/02/01 - F24/02/11)

The Minutes of the Finance Committee Meeting of 21st February 2024 (minute refs F24/04/01 - F24/04/11) were approved and signed as a true record of the meeting by the Chair.

Under s.1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the council resolved to exclude the press and public from the meeting since publicity would be

Chair`s Initials.....

prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

F24/04/06

CONSIDERATION OF COMMUNITY GRANT APPLICATIONS

Organisation	Amount requested	Recommendation
Ottery Carnival Committee	£500-£1000	It was RECOMMENDED that a Teams meeting will be arranged as the applicant was unable to attend this meeting.
Ottery Writers	£300	It was RECOMMENDED that £150 is awarded for the prizes AND the Council should be visible as the sponsor of the prizes.
Ottery St Mary Cricket Club	£20,000	It was AGREED that this application is neither a Community Grant nor a Large Grant. The Clerk will ask EDDC whether this project is eligible for Section 106 funding as the project has already commenced. It was AGREED the Cricket Club will be asked to complete a Project Assessment form as per the Strategic Plan.

F24/04/07

CONSIDERATION OF SHOP FRONT GRANT APPLICATIONS

Organisation	Amount requested	Recommendation
White Opal Aesthetics	£500	It was RECOMMENDED that £445 is paid.
Grace Hair	£2268	It was RECOMMENDED that £500 is paid.
RIO	£500	It was RECOMMENDED that £250 is paid.

The confidential session ended.

F24/04/08

TO REVIEW THE LARGE GRANT APPLICATION POLICY AND UPDATE IT TO STATE THAT THE PROJECT MANAGEMENT PROCESS WILL BE USED

It was **RESOLVED** that the policy is updated to say that for any grant application above £2,500 the strategic analysis tools will be utilised.

It was **RECOMMENDED** that The Large Grant Application Policy is updated to state that Applications for works which have already been started will not normally be eligible for grants unless exceptional circumstances have been presented.

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F24/04/09

TO REVIEW THE FINANCIAL LIMITS FOR COMMUNITY GRANT APPLICATIONS AND UPDATE THE POLICY ACCORDINGLY

It was **RECOMMENDED** that the Terms of Reference are updated to give the Finance Committee the authority to approve community grants up to £2,500. Grant applications above £2,500 will be classed as a large grant and a recommendation will be made to the Full Council.

F24/04/10

TO APPROVE THE UPDATED ASSET REGISTER

It was **RECOMMENDED** that the updated Asset Register should be approved.

F24/04/11

TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO FINANCE

There were none.

The Meeting ended at 5.35pm

SIGNATURE OF CHAIR	
DATE OF SIGNATURE	

Chair`s Initials.....