

MINUTES OF THE MEETING OF THE **FINANCE & AUDIT COMMITTEE** HELD ON
WEDNESDAY 15th JANUARY 2020 AT 7.00 P.M. AT THE TOWN HALL, GREAT
WESTERN HOUSE, 9 DEVON SQUARE, NEWTON ABBOT

PRESENT: Councillors C N Parker (Chairman) Presiding
D Corney-Walker (Vice-Chairman)

Councillors	P Bullivant	D Howe
	Mrs C Bunday	R Jenks (Mayor)
	R Hall	M Joyce (Dep Mayor)
	R Hayes	M E Ryan
	M Hocking	Mrs L Sheffield

Councillor in attendance: M Pilkington

By Invitation: Tom Dauben Environment Agency
Richard Rainbow Teignbridge District Council

Members of Public: Professor B Hutter
Mr J Pilkington

Officers in Attendance: Phil Rowe – Town Clerk
Sam Scott – Deputy Town Clerk and RFO
Sally Henley – Town Development Manager
Alex Robinson – Committee Administrator

368. **APOLOGIES**

Apologies for absence were received on behalf of Councillors Chris Jenks and Mrs Ann Jones.

369. **INTERESTS**

None.

370. **MINUTES**

The minutes of the meeting of the Finance & Audit Committee held on 6th November 2019 were received and signed as a correct record.

371. **PUBLIC PARTICIPATION**

None.

372. **PRESENTATION – ENVIRONMENT AGENCY**

The Chairman welcomed Tom Dauben, Senior Advisor, Environment Agency and Richard Rainbow, Drainage & Coastal Manager, Teignbridge District Council and invited them to update Members on the work to manage flood risk in the town.

Mr Dauben, summarised the context of flood risk management; the roles and responsibilities across agencies and the key priorities; raising the following key points:

- The immediate impact of an event, the risk to life and damage to structures;
- The longer term impact of soil erosion, damage to property;
- Less overt impacts such as mental health issues, damage to the economy and increased insurance;
- Whilst communities may prepare for an event most believe that it will not happen to them;
- A chart to show global temperature anomalies from 1880 through to 2017 as sourced from NASA;
- Impact of climate change on seasonal rainfall, peak river flows and rises in sea level;
- A graphical representation of the impact of a flooding event on a community over time, showing the initial impact, recovery process, through to the long term impact;
- The Roles in Flood Risk Management, a joint agency partnership approach to manage ground water, surface water, sewage and drainage issues;
- The Environment Agency managing the strategic overview to promote defence solutions;
- The District Authority managing ground and surface water in conjunction with the County's Highways authority management of the drainage and sewage management and liaison with private landowners with private water courses;
- The Environment Agency are proud of the relationship with local agency partners and recommended referring to the Devon County Council website for guidance on roles and responsibilities across the network;
- Government and Environment Agency strategic plans to ensure resilience to flooding and coastal change;
- The need to ensure that growth and development of infrastructure can meet demands of future climate change;
- Community involvement in local flood risk management;
- Climate Champions to prepare and inform society and improve resilience;
- The Environment Agency were awaiting results of recent flood risk modelling which would take into account rainfall, Dartmoor as a water catchment, the Holbeam Dam and the management of Rivers Lemon and Teign through the town;
- Improved management of the Holbeam Dam for both water storage and flood defence;

Mr Dauben and Mr Rainbow summarised their presentation by inviting the Town Council to be involved at a local level, in membership of a local focus group and the implementation of Flood Wardens. The Environment Agency would provide training and resources. Teignbridge District Council offered the use of materials (such as sandbags) from the Brunel Stores and encouraged community involvement and shared information.

The District Authority had applied for grant funding from the 'Future High Streets Fund' and if successful would be able to offer funding for future projects. Mr Dauben offered to provide a further update to the Town Council once the results of the revised modelling became available.

The Chairman thanked both Mr Dauben and Mr Rainbow and invited questions from Members, who raised the following comments:

- Braunton Flooding of the town in 2012;
- Assurance that the different agencies work together for the benefit of the town;

- Channel Maintenance - Trees in the River Lemon at Bradley Woods;
- Performance of Holbeam Dam, operational improvements and remote management;
- Impact of new housing developments and attenuation schemes included in the design;
- New developments required to manage surface water as if a greenfield site;
- Highways authority management of drainage gullies and encouraged the Town Council to report critical roads to Devon County Council;
- Likelihood of a flooding event in Newton Abbot to be measured and assessed following remodelling of data;
- Principal Planning Authority to ensure new developments meet requirements of water management;
- Storage of water supply; rainwater harvesting, underground storage tanks – grey water captured for toilets and gardening;
- Attenuation features on new developments, 'ponds' with controlled drainage;
- Work with Dartmoor National Park to capture rainfall on the moors and attenuate water at source to relieve the impact on River Lemon;
- Coastal Sea Defence improvements at Starcross, Cockwood and Dawlish; and
- The impact of Climate Change on future planning.

The Chairman thanked both Tom Dauben and Richard Rainbow for their informative and valuable update on the work to manage flood risk in the town. The Chairman invited them both to leave the meeting.

373. INCOME AND EXPENDITURE

A. INCOME & EXPENDITURE STATEMENTS

The Committee received the Income and Expenditure Statements for October and November 2019 (previously circulated). The RFO advised that there had been some minor queries in advance of the meeting. The Chairman invited further questions from Members.

31st October 2019

Opening Balance	£ 960,298.00
Heritage Lottery Fund Payment	£ 81,647.00
CIL Income	£ 133,344.88
Misc. Income	£ 12,639.94
Total Income	£1,187,929.82
LESS:	
Expenditure	£ 482,102.13
TOTAL EXPENDITURE	£ 482,102.13
BALANCE as at 31st October 2019	

Business Call & Current Account: £ 705,827.69

Balances as at 31st October 2019

Current Account	£ 100.00
Business Call Account	£ 705,727.69
Petty Cash Account	£ 200.00

Total Cash in hand at bank £ 706,027.69

Total: £ 706,027.69

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30th November 2019

Opening Balance £ 705,827.69

Heritage Lottery Fund Payment £ 70,344.00

VAT refund 3rd quarter £ 119,077.43

Misc. Income £ 16,700.66

Total Income £ 912,149.78

LESS:

Expenditure £ 69,182.57

TOTAL EXPENDITURE £ 69,182.57

BALANCE 31st July 2019

Business Call & Current Account: £ 842,767.21

Balances as at 30th November 2020

Current Account	£6107.50
Business Call Account	£ 836,659.71
Petty Cash Account	£200.00

Total Cash in hand at bank £ 842,967.21

Total: £ 842,967.21

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The Chairman invited comment on the Statements. Members noted the detailed reports provided by the Deputy Town Clerk and expressed their appreciation of the transparency and ease with which they could review the financial statements. Accordingly, it was,

RESOLVED that the statements of income and expenditure for October and November 2019 as submitted to the Committee be hereby approved and signed by the Chairman of the Finance and Audit Committee.

B. FINANCIAL BUDGET COMPARISON

The Committee received and approved the Financial Budget Comparison summary and report which detailed Income and Expenditure for the Finance and Audit Committee for the period 1st April – 30th November 2019 (previously circulated). The Town Clerk noted that the overall budget performance had been very good and invited questions from Councillors. Councillors requested information from the RFO on the recording of VAT for different products and services and noted the introduction of charges by Teignbridge District Council for cleansing of dog waste bins in the town. Following a discussion, accordingly, it was;

RESOLVED that the Financial Budget Comparison Summary Income for the Finance and Audit Committee for the period 1st April - 30th November 2019, be hereby, approved and signed by the Chairman of the Finance and Audit Committee.

374. BUDGET AND PRECEPT 2020/21

A. SUB COMMITTEES/WORKING PARTIES/FORUMS

(i). STRATEGIC PLANNING FORUM – 13th NOVEMBER 2019

Arising from the consideration of the report of the meeting it was,

RESOLVED that a) the minutes of the Strategic Planning Forum – held on 13th November 2019 be hereby approved and adopted and b) under Minute (SP24) that the three year extension applied to the Newton in Bloom Contract, be hereby approved and accepted.

(ii). STRATEGIC PLANNING FORUM – 27th NOVEMBER 2019

Arising from the consideration of the report of the meeting it was,

RESOLVED that the minutes of the Strategic Planning Forum – held on 27th November 2019 be hereby approved and adopted.

B. TOWN CLERK REPORT – PRECEPT & BUDGET REPORT 2020/21

The Chairman invited the Town Clerk to brief Members on his report on the Budget and Precept 2020/21 (previously circulated), as recorded under Minute 19/11(SP30) which contained a recommended Budget and Precept for 2020/21.

The Clerk reminded Members that the Council had a statutory obligation to put in place a budget and precept that would deliver the Council's objectives, vision and priorities.

The Clerk noted the familiar format of the Financial Budget Report and highlighted that that it was the culmination of three meetings of the Strategic Planning Forum, the first having been held in July 2019 and the latter two in November 2019. The results of Councillors deliberations and aspirations for the Council over the forthcoming year were summarised in section 4. of the report. Mr Rowe guided members through the document and explained that the budget made provision for the delivery of all the

Council's statutory and non-statutory commitments and all services could be delivered.

Members were reminded that a recommendation from the Committee was required to be submitted to the Council for approval at its meeting to be held on 29th January 2020. Members noted their sincere thanks to the Town Clerk and the Deputy Clerk/RFO for the excellent report and the high degree of clarity that it offered Members in giving their consideration.

Arising from a lengthy and detailed discussion on the report, Members recorded that they were proud of the activities and services that the Town Council provided to residents and visitors alike and recognised the importance of planning ahead in times where services delivered by principal authorities were under financial pressures. Accordingly, it was;

RESOLVED that the Council at its meeting to be held on 29th January 2020 be **RECOMMENDED** to adopt a Precept of **£866,039 for 2020/21** representing an increase of £2.88p p.a. (0.06p per week) or 2.91% for a Band D property in Newton Abbot and that Teignbridge District Council be therefore requested to collect on the Town Council's behalf the **sum of £866,039**.

375. NEWTON'S PLACE PROJECT - UPDATE

The Chairman invited the Town Clerk to update Members on the project. The Town Clerk reported that since the last meeting there had been a great deal of progress on site and Pollards, Sub-contractors had worked on site throughout the Christmas period to plaster and decorate the areas ready for finishing. The Clerk would attend a further site visit the following day and again on Monday 20th January 2020 at which he would be able to ascertain progress on the key installations in the building, such as the lift 'car' and glass wall to the community rooms.

Following discussion among Members, accordingly, it was;

RESOLVED that the verbal update from the Town Clerk on the Newton's Place Project be hereby, noted.

376. BUCKINGHAM PALACE GARDEN PARTY NOMINATIONS 2020

The Chairman reminded Members that further to Minute 19/01(331) that Councillor David Howe's name had been submitted to DALC as the Town Council nominee and although he was not selected by DALC last year his name would be resubmitted until he was selected, accordingly it was;

RESOLVED that the Town Clerk be authorised to resubmit Councillor David Howe as the Town Council nominee eligible to attend a Buckingham Palace Garden Party and for his name to put forward to DALC prior to the deadline of 31st January 2020 to be included in their selection process.

377. LATE CORRESPONDENCE

The Town Clerk reported that sadly the former DALC County Secretary, Mrs Lesley Smith MBE had passed away earlier in the month. Mr Rowe advised Members that her funeral would be held at 2pm on Tuesday 28th January at the Church of the Holy Cross, Crediton. Councillors recorded their sincere condolences to Mrs Smith's family and friends at this sad time.

378. **DATE OF NEXT MEETING**

The next meeting of the Finance & Audit Committee would be held on Wednesday 26th February 2020.

Chairman