

**DEVON & SEVERN  
INSHORE FISHERIES AND CONSERVATION AUTHORITY**

**Minutes of the Finance & General Purposes Committee  
held on 16 November 2015 at Larkbeare House, Exeter**

**Present:** Elaine Hayes (Chair)  
Cllr Jim Knight (Devon)  
Cllr Stuart Hughes (Devon)  
Cllr Peter Bryant (North Somerset)  
John Butterwith  
Simon Pollentine  
Andrew Knights (NE)

**Also Present:** Tim Robbins (Chief Officer)  
Karlien Bond (DCC)  
Angela Stirland (DCC)  
Denis Webster (Gloucestershire)

**Apologies:** David Rowe  
Mike Williams

This meeting was arranged to discuss the setting of the budget for 2016/17 for the Authority. A draft paper showing details for a proposed budget of £694,000 and indicative Levy for 2016/17 assuming new burdens will equal 2015/16 was provided as no confirmation of new burdens funding has been received up to date. The proposed budget and levy for 2016/17 represents a decrease of 1.1%. The D&S IFCA are conscious that funding Authorities are all suffering financial restraints, but it was considered any further reduction in the budget figure would prevent the IFCA from carrying out its statutory duties. Appendix A was discussed in detail and the following issues noted.

**Employees**

- A breakdown of the increase in the staff costs figures was requested by Cllr Jim Knight **ACTION  
A STIRLAND**

**Premises**

- It was agreed that the areas entered with potential costs allocated for 2016/17 against the old office premises should be removed and if any costs incurred during that period would be taken from the General Reserve Fund.

**Transport**

- It was noted that the budget for transport has been reduced by £4,700 against 2015/16 figures.

## Supplies

- Encouraged to look at stationery suppliers who possibly provide cheaper prices for buying in bulk.
- An increase of £800 to the suggested reduction of 10% for payment to AIFCA was put forward, reducing the figure to £10,000. The Chief Officer was asked to try and obtain the budget figures from AIFCA for the Committee to further analyse to try and understand its justification in increasing their annual increase **ACTION T ROBBINS**
- Cllr Knight expressed his opinion that as Council elected members had to request from their relevant Council expenses incurred whilst attending IFCA meetings that similar costs incurred by MMO Appointees should be reimbursed by the MMO and not the IFCA. The Chair wished to consult the Marine and Coastal Access Act 2009 to see if there was any written conditions of MMO Appointees reclaiming expenses. If no mention of expenses being the responsibility of the IFCA is found within the Act Cllr Bryant asked that an automatic letter should be sent to the MMO highlighting the intention for MMO Appointee claims to be reimbursed by themselves at the start of the next financial year. **ACTION E HAYES**

## Boat Costs

- It was to be noted that even though there is a reduction of £3,000 on the 2015/16 budget figure for boat maintenance the 2016/17 projected figure only includes basic refit/maintenance. If any major work needs to be considered the Authority will be approached for approval of addition expenditure.

## Fees & Charges

- The Waddeton Fishery Licence should be increased by £20.00 per plot to £260.00 from 1 April 2016. The Chair suggested that any available plots should be advertised on the website.
- Requested that it be shown in the paper that the figures are excluding VAT.

## General Reserve

- Confirmed that a paper on the General Reserve would be on the agenda at the December 2015 meeting.
- Concerns were raised by Denis Webster over the possibility of Gloucestershire Council being required to provide revenue funding for capital items. Karlien Bond informed the Committee that Devon County Council no longer borrowed for capital purposes causing a reduction of the amount they have available to spend on capital items. Devon County Council therefore would not use capital funding to fund IFCA spend.
- Cllr Bryant raised the continuing concerns of the Northern Councils reference the balance of funding. The Chair responded that she understood that there was to be a meeting with DEFRA and she would await the outcome of this meeting.

Subject to the amendments and actions required above a block vote of the following recommendations was made:

- 1.1 Consider the Revenue Budget outlined in the paper provided and recommend its approval to the Authority.

- 1.2 Consider the Capital Programme outlined in the paper provided and recommend its approval to the Authority.
- 1.3 Recommend to the Authority the approval of the Fees and Charges set out in the paper provided.
- 1.4 Review the Assessment of Volatile Budgets at Appendix B and recommend to the Authority that the risks, impacts and mitigations be noted.
- 1.5 Recommend to the Authority that the projected balances on the General Reserve and Capital Receipts Reserve are noted.

Proposed: Cllr Jim Knight

Seconded: Cllr Peter Bryant

All in favour

None against