

FINANCE COMMITTEE

You are hereby summoned to attend the meeting of Haverhill Town Council Finance Committee to be held in The Studio, Town Hall, High Street, Haverhill, on Tuesday 18th November commencing at 7.00 p.m., for the purpose of transacting the following business



HAVERHILL
TOWN COUNCIL

CONSTITUTION: Chair: Town Mayor: Les Ager
Town Councillors: M Byrne, P Hanlon, P McManus, M Marks, G Price and A Sisson

AGENDA

1. **Apologies for Absence**
Please give any apologies to the office by 5.00 p.m. on the day of the meeting.
2. **Declaration of Interest**
For Members to declare interests in matters on the agenda.
3. **Minutes of Previous Meeting**
To approve the Minutes of Meeting held 14th October 2008.
4. **Matters Arising**
To note actions taken as a result of, and arising from the minutes of the meeting held 14th October 2008.
5. **To Note the Financial Position As At 31st October 2008 (to follow)**
6. **To Agree the Finance Committee's Draft Budget (attached)**
To agree the Committee's Draft Budget for 2009/2010
7. **Closure**

Signed

Town Clerk

11th November 2008

		102		105	106	109	115	2009/2010	2008/2009	Increase in Budget
	Democratic Representation	Central Administration		Freedom of Haverhill	Grants to Town Hall Charity	Other Costs and Income	Draft Annual Budget	Agreed Annual Budget		
Income										
	Bevan House Rent					£ 6,500	£ 6,500	£ 6,500	£ -	-
	Bank Interest	£	20,000				£ 20,000	£ 20,000	£ -	-
Expenditure										
	4300 Members Travel/Subsistence	£	350				£ 350	£ 350	£ -	-
	4301 Members Training	£	1,000				£ 1,000	£ 2,000	-£ 1,000	1,000
	4302 Members Other Costs	£	600				£ 600	£ 600	£ -	-
new	Hire of External Meeting Rooms	£	300				£ 300	£ -	£ 300	300
	4310 Mayoral Allowance	£	1,225				£ 1,225	£ 1,155	£ 70	70
	4311 Civic Expenses							£ 3,500	-£ 3,500	3,500
	Mayor's Function/At Home	£	1,750				£ 1,750		£ 1,750	1,750
	Civic Carol service	£	1,500				£ 1,500		£ 1,500	1,500
	Mayor-Making	£	500				£ 500		£ 500	500
	Civic Photographs	£	100				£ 100		£ 100	100
	4400 Election Expenses	£	6,500				£ 6,500	£ 11,000	-£ 4,500	4,500
	4011 Hospitality	£	300				£ 300	£ 300	£ -	-
	4013 Bevan House Maintenance	£	500				£ 500	£ 1,200	-£ 700	700
	4015 Garage Rents	£	1,100				£ 1,100	£ 1,080	£ 20	20
	4016 Window Cleaning	£	850				£ 850	£ 850	£ -	-
	4020 Postage	£	2,200				£ 2,200	£ 2,200	£ -	-
	4021 Stationery	£	5,000	£	250		£ 5,250	£ 4,000	£ 1,250	1,250
	4022 Telephone	£	3,200				£ 3,200	£ 4,000	-£ 800	800
	4023 Office Equipment Hire	£	1,550				£ 1,550	£ 1,500	£ 50	50
	4025 Office Equipment Maintenance	£	400				£ 400	£ 800	-£ 400	400
	4027 Subscriptions	£	2,930				£ 2,930	£ 2,930	£ -	-
	4028 Books and Journals	£	200				£ 200	£ 200	£ -	-
	4029 Insurance	£	7,500				£ 7,500	£ 7,000	£ 500	500
	4030 Sundry Expenses	£	250				£ 250	£ 250	£ -	-
	4032 Office Equipment - Consumables	£	600				£ 600	£ 100	£ 500	500

4056 Legal & Professional	£	2,900			£	2,900	£	2,900	£	-						
4057 Audit Fees	£	3,700			£	3,700	£	6,000	-£	2,300						
4059 Bank Charges	£	250			£	250	£	250	£	-						
4080 IT Support Contracts	£	2,900			£	2,900	£	2,500	£	400						
4081 IT Repairs	£	950			£	950	£	600	£	350						
4082 IT Website Maintenance	£	1,200			£	1,200	£	1,200	£	-						
4216 Catering Recharge Costs			£	1,000		£	1,000	£	-	£	1,000					
4505 Rent of Arts Centre					£	125,000	£	125,000	£	126,650	-£	1,650				
Totals			£	13,825	£	18,480	£	125,000	-£	6,500	£	150,805	£	158,615	-£	7,810

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