

FINANCE COMMITTEE MEETING

Tuesday 20th November 2007 at 7.00 pm
In the Studio, Haverhill Arts Centre, High Street



Haverhill
TOWN COUNCIL

Present: Vice-Chair: Town Councillor: L Ager
Town Councillors: P Hanlon and G Price
By Invitation: Town Councillors: P McManus

Minutes

1. **Apologies for Absence**
Apologies for absence had been received from Cllrs Richardson and Trebble.
2. **Declaration of Interest**
No Member declared any interest in matters on the agenda.
3. **Minutes of Previous Meeting**
The Committee agreed the Minutes of Meeting held 25th September 2007.
4. **Current Financial Position**
The Committee noted the financial position as at the end of October.
5. **Draft Committee Budget 2008/2009**
The Committee agreed the draft budget (attached).
6. **Closure**
The meeting was closed at 7.53 p.m.

Actual Last Year 2006/7	Actual Year To Date to 31 Oct 07	Current Annual Bud 2007/8	Proposed Annual Bud 2008/9
-------------------------------	--	---------------------------------	----------------------------------

Town Council

102	<u>Democratic Representation</u>				
4300	Members Travel/Subsist.	£327	£146	£300	£350
4301	Members Training	£439	£925	£3,000	£2,000
4302	Members Other Costs	£13	£13	£300	£600
4310	Mayoral Allowance	£775	£850	£850	£1,155
4311	Civic Expenses	£3,213	£239	£3,370	£3,500
4400	Electoral Costs	£0	£0	£11,000	£8,000
	Democratic Representation:-Expenditure	£4,767	£2,173	£18,820	£15,605
	Net Expenditure over Income	£4,767	£2,173	£18,820	£15,605
105	<u>Central Administration</u>				
4000	Salaries	£98,010	£60,459	£106,888	£111,150
4001	Employer National Insurance	£6,912	£4,210	£8,317	£7,780
4002	Employer Pension	£13,798	£8,766	£16,886	£17,910
4006	Training	£2,068	£1,416	£8,990	£9,000
4007	Recruitment	£617	£1,207	£300	£500
4009	Clothing/Safety Equipment	£188	£296	£618	£3,550
4010	Travel & Subsistence	£1,621	£1,303	£1,333	£2,350
4011	Hospitality	£278	£151	£0	£300
4013	Bevan House - maintenance	£2,753	£0	£1,500	£1,500
4014	Bevan House - security	£0	£0	£50	£0
4015	Rent Payable	£888	£548	£1,010	£1,080
4016	Window cleaning	£765	£420	£832	£850
4020	Postage	£1,771	£72	£2,000	£2,200
4021	Stationery	£3,431	£2,027	£4,000	£4,000
4022	Telephone	£4,091	£3,500	£5,700	£4,000
4023	Office - Equipment hire	£1,360	£798	£1,200	£1,500
4025	Office - Equip. maintenance	£669	£5	£300	£800
4027	Subscriptions	£2,599	£2,115	£3,130	£2,930
4028	Books & Journals	£250	£0	£200	£200
4029	Insurance	£7,639	£5,855	£8,625	£7,000
4030	Sundry Expenses	£331	£141	£200	£250
4032	Office - Equipment/Consumables	£341	£31	£250	£100
4056	Legal & Professional	£5,362	£1,717	£2,866	£2,900
4057	Audit Fees	£5,100	£900	£3,625	£6,000
4059	Bank Charges	£15	£0	£250	£250
4080	IT Support Contracts	£1,517	£2,035	£2,000	£2,500
4081	IT Repairs	£5,475	£0	£600	£600
4082	IT Website Maintenance	£1,060	£1,060	£1,200	£1,200
	Central Administration:-Expenditure	£168,909	£99,032	£182,870	£192,400
1060	Other Income	£642	£0	£0	£0
	Central Administration :- Income	642	0	0	0
	Net Expenditure over Income	£168,267	£99,032	£182,870	£192,400

<u>109</u>	<u>Grants to Town Hall Charity</u>				
4505	Grant to Town Hall Charity	£137,449	£65,000	£117,150	£126,650
	Grants to Town Hall Charity:-Expenditure	£137,449	£65,000	£117,150	£126,650
	Net Expenditure over Income	£137,449	£65,000	£117,150	£126,650
<u>115</u>	<u>Other Costs and Income</u>				
4003	Hartseats Rebate	£5,936	£6,292	£6,292	£6,550
	Other Costs and Income:-Expenditure	£5,936	£6,292	£6,292	£6,550
1020	Rents Received Bevan House	£6,083	£4,875	£6,500	£6,500
1050	Grants Received	£13,500	£6,000	£6,000	£0
1060	Other Income	£9	£0	£0	£0
1190	Interest Received	£12,924	£17,448	£13,000	£20,000
	Other Costs and Income :- Income	£32,516	£28,323	£25,500	£26,500
	Net Expenditure over Income	-£26,580	-£22,031	-£19,208	-£19,950
	Town Council :- Expenditure	£317,061	£172,497	£325,132	£341,205
	Income	£33,158	£28,323	£25,500	£26,500
	Net Expenditure over Income	£283,903	£144,174	£299,632	£314,705

