

Haverhill Town Council

Minutes of Haverhill Town Council's

FINANCE COMMITTEE

Held on Tuesday 18th July 2017 at 7.00pm at Haverhill Arts Centre, Haverhill



HAVERHILL
TOWN COUNCIL

Present: Mayor Councillor D Roach (Chairman)
Councillor J Burns (Vice Chairman)
Councillor A Bramwell
Councillor Q Fox
Councillor P Hanlon
Councillor I McLatchy
Councillor B Robbins
Councillor C Turner

Apologies: Councillor A Brown
Councillor M Byrne

Absent: None

In Attendance: Colin Poole (Responsible Financial Officer)
Martin Page (Finance Administrator)

One member of the public was present.

Welcome:

Mayor D Roach welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

- | | |
|---|----------------------|
| <p>F17 <u>Apologies for Absence</u>
/021 The above apologies were noted.</p> <p>F17 <u>Declaration of Pecuniary Interests and requests for</u>
/022 <u>Dispensations</u>
 No Councillor declared an interest in items on the agenda.</p> <p>F17 <u>Minutes of the Last Meeting</u>
/023 It was proposed by Councillor P Hanlon, seconded by Councillor J Burns that the minutes of the meeting held on 4th April 2017 be agreed as a true record.
RESOLVED</p> | <p>Action</p> |
|---|----------------------|

F24 **Matters Arising**

/025 a) F17/017(e) VAT Advisor: The RFO will chase this as he had not heard back from them in relation to a retained service.

RFO

F17 **Public Forum**

/026 No member of the public wished to speak.

F17 **Report from Responsible Financial Officer**

/027 The RFO presented his report to the meeting (see separate document).

- a) Councillor Q Fox confirmed that the bank balances reported match the printed statements received from the banks.
- b) With only two months' data available, it was too early to draw many conclusions as to whether current financial performance was within normal range or not, when being measured against a budget mostly set at 1/12th annual budget per month for each cost centre.
- c) The Finance Administrator was asked to provide a graphical chart showing the prior year monthly spend, budget profile and current year, to allow an easy comparison between years as to whether the budget profile at 12ths could be improved.
- d) The Finance Administrator updated the meeting on the collection of historic debts.

Finance Administrator

It was proposed by Councillor J Burns, seconded by Councillor A Bramwell to accept the report of the RFO.

RESOLVED

F17 **CATRA Funds – Creation of East Haverhill Earmarked Reserve**

/028 It was proposed by Councillor C Turner, seconded by Councillor Q Fox, that the £971.11 funds given to the Council by the CATRA Committee be placed in an earmarked reserve for the benefit of the people of East Haverhill.

RESOLVED

F17 **Date of next Meeting:**

/029 The next meeting of the Finance Committee will be held on Tuesday 24th October 2017.

F17 **Closure**

/030 The Chairman declared the meeting closed at 19:28

Signed

Date.....

Chairman