

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 16th February 2010 commencing at 7.00 p.m., for the purpose of transacting the following business



Haverhill
TOWN COUNCIL

CONSTITUTION: Chair: Town Mayor: Elaine McManus
Town Councillors: L Ager, L Burgess, M Byrne, P Hanlon, P McManus, and M Marks

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 17th November 2009.
4. **Matters Arising**
To note actions taken as a result of, and arising from the minutes of the meeting held 17th November 2009.
5. **To Note the Financial Position As At 31st January 2010 (to follow)**
6. **To Agree the Council's Draft Budget for Recommendation to Full Council (attached)**
To recommend the Council's Draft Budget for 2010/2011
7. **Closure**

Signed

A handwritten signature in black ink, appearing to read 'Gordon Marks', is written over a white rectangular area.

Town Clerk

9th February 2010

	102	105	106	109	115	2010/11	2009/2010	2008/2009
	Democratic Representation	Central Administration	Freedom of Haverhill	Grants to Town Hall Charity	Other Costs and Income	Draft Annual Budget 2010 to 2011	Agreed Annual Budget 2009 to 2010	Agreed Annual Budget 2008 to 2009
Income								
Bevan House Rent					£ 6,000	£ 6,000	£ 6,500	£ 6,500
Bank Interest		£ 12,000				£ 12,000	£ 20,000	£ 20,000
						£ -		
Expenditure						£ -		
Members Travel/Subsistence	£ 350					£ 350	£ 350	£ 350
Members Training	£ 1,000					£ 1,000	£ 1,000	£ 2,000
Members Other Costs	£ 600					£ 600	£ 600	£ 600
Hire of External Meeting Rooms/Open Air Meetings	£ 750					£ 750	£ 300	£ -
Mayoral Allowance	£ 1,300					£ 1,300	£ 1,225	£ 1,155
Civic Expenses						£ -		£ 3,500
Mayor's Function/At Home	£ 1,850					£ 1,850	£ 1,750	
Civic Carol service	£ 1,600					£ 1,600	£ 1,500	
Mayor-Making	£ 500					£ 500	£ 500	
Civic Photographs	£ 100					£ 100	£ 100	
Election Expenses	£ 4,000					£ 4,000	£ 6,500	£ 11,000
						£ -		
						£ -		
Hospitality		£ 300				£ 300	£ 300	£ 300
Bevan House Maintenance		£ 500				£ 500	£ 500	£ 1,200
Garage Rents		£ 1,200				£ 850	£ 1,100	£ 1,080
Window Cleaning		£ 880				£ 880	£ 850	£ 850
Postage		£ 2,300				£ 2,300	£ 2,200	£ 2,200
Stationery		£ 5,000	£ 250			£ 5,250	£ 5,250	£ 4,000
Telephone		£ 2,800				£ 2,800	£ 3,200	£ 4,000
Office Equipment Hire		£ 1,550				£ 1,550	£ 1,550	£ 1,500
Office Equipment Maintenance		£ 400				£ 400	£ 400	£ 800
Subscriptions		£ 2,930				£ 2,930	£ 2,930	£ 2,930
Books and Journals		£ 200				£ 200	£ 200	£ 200
Insurance		£ 7,500				£ 7,500	£ 7,500	£ 7,000
Sundry Expenses		£ 250				£ 250	£ 250	£ 250
Office Equipment - Consumables		£ 600				£ 600	£ 600	£ 100
Legal & Professional		£ 2,900				£ 2,900	£ 2,900	£ 2,900
Audit Fees		£ 5,000				£ 5,000	£ 3,700	£ 6,000

Bank Charges	£	250		£	250	£	250	£	250
IT Support Contracts	£	3,200		£	3,200	£	2,900	£	2,500
IT Repairs	£	950		£	950	£	950	£	600
IT Website Maintenance	£	1,300		£	1,300	£	1,200	£	1,200
Catering Recharge Costs				£	-	£	1,000	£	-
Off-site Data/IT Storage	£	1,140		£	1,140				
				£	-				
Rent of Arts Centre				£125,000		£125,000	£ 125,000	£	126,650
Totals	£	12,050	£	29,150	£125,000	-£ 6,000	£160,100	£ 152,055	£ 158,615

