

## 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 14<sup>th</sup> December 2010 commencing at 7.30 p.m., or immediately following Planning Committee, whichever is the later, 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, A Gower, P Hanlon,  
P McManus, M Marks, G Price

## AGENDA

1. **Apologies for Absence**  
Please notify the office by 5.00 p.m. on the day of the meeting if you are unable to attend
2. **Declarations of Interest**  
For Members to declare an interest in items on the agenda
3. **Minutes of Previous Meeting**  
To approve the Minutes of Meeting held 21<sup>st</sup> September 2010.
4. **Matters Arising**  
To note actions taken as a result of, and arising from the minutes of the meeting held 21<sup>st</sup> September 2010.
5. **To Note the Financial Position As At 30<sup>th</sup> November 2010 (to be presented at the meeting)**  
To note the financial position as at 30<sup>th</sup> November 2010 (to be presented at the meeting)
6. **To Consider the Implications of Referredums on Excessive Council Tax Increases 2012/13**  
To consider the implications of referredums on excessive council tax increases 2012/13
7. **To Agree the Draft Committee Budget (attached)**  
To agree the draft Committee Budget for 2011/12.
8. **Closure**

Signed

Town Clerk

7<sup>th</sup> December 2010

	102	105	106	109	115	2011/12	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 2011 to 2012	Agreed Annual Budget 2010 to 2011	Agreed Annual Budget 2009 to 2010	Agreed Annual Budget 2008 to 2009
<b>Income</b>									
Bevan House Rent					£ 6,000	£ 6,000	£ 6,000	£ 6,500	£ 6,500
Bank Interest		£ 6,000				£ 6,000	£ 12,000	£ 20,000	£ 20,000
						£ -	£ -		
						£ -	£ -		
<b>Expenditure</b>									
Members Travel/Subsistence	£ 350					£ 350	£ 350	£ 350	£ 350
Members Training	£ 2,000					£ 2,000	£ 1,000	£ 1,000	£ 2,000
Members Other Costs	£ 600					£ 600	£ 600	£ 600	£ 600
Hire of External Meeting	£ 750					£ 750	£ 750	£ 300	£ -
Rooms/Open Air Meetings									
Mayoral Allowance	£ 1,575					£ 1,575	£ 1,300	£ 1,225	£ 1,155
Civic Expenses						£ -	£ -		£ 3,500
Mayor's Function/At Home	£ 1,850					£ 1,850	£ 1,850	£ 1,750	
Civic Carol service	£ 1,600					£ 1,600	£ 1,600	£ 1,500	
Mayor-Making	£ 500					£ 500	£ 500	£ 500	
Civic Photographs	£ 100					£ 100	£ 100	£ 100	
Election Expenses	£ 8,000					£ 8,000	£ 4,000	£ 6,500	£ 11,000
						£ -	£ -		
						£ -	£ -		
Hospitality		£ 300				£ 300	£ 300	£ 300	£ 300
Bevan House Maintenance		£ -				£ -	£ 500	£ 500	£ 1,200
Garage Rents		£ 710				£ 710	£ 850	£ 1,100	£ 1,080
Window Cleaning		£ 825				£ 825	£ 880	£ 850	£ 850
Postage		£ 2,300				£ 2,300	£ 2,300	£ 2,200	£ 2,200
Stationery		£ 5,000				£ 5,000	£ 5,250	£ 5,250	£ 4,000
Telephone		£ 4,657				£ 4,657	£ 2,800	£ 3,200	£ 4,000
Office Equipment Hire		£ 2,675				£ 2,675	£ 1,550	£ 1,550	£ 1,500
Office Equipment Maintenance		£ 200				£ 200	£ 400	£ 400	£ 800
Subscriptions		£ 2,930				£ 2,930	£ 2,930	£ 2,930	£ 2,930
Books and Journals		£ 200				£ 200	£ 200	£ 200	£ 200
Insurance		£ 7,500				£ 7,500	£ 7,500	£ 7,500	£ 7,000
Sundry Expenses		£ 1,000				£ 1,000	£ 250	£ 250	£ 250

Office Equipment - Consumables	£	-		£	-	£	600	£	600	£	100
Legal & Professional	£	5,516		£	5,516	£	2,900	£	2,900	£	2,900
Audit Fees	£	14,000		£	14,000	£	5,000	£	3,700	£	6,000
Bank Charges	£	250		£	250	£	250	£	250	£	250
IT Support Contracts	£	3,864		£	3,864	£	3,200	£	2,900	£	2,500
IT Repairs	£	950		£	950	£	950	£	950	£	600
IT Website Maintenance	£	1,300		£	1,300	£	1,300	£	1,200	£	1,200
Catering Recharge Costs				£	-	£	-	£	1,000	£	-
Off-site Data/IT Storage				£	-	£	1,140				
				£	-	£	-				
Rent of Arts Centre				£127,900		£127,900	£125,000	£	125,000	£	126,650
						£	-				
<b>Totals</b>	<b>£</b>	<b>17,325</b>	<b>£</b>	<b>48,178</b>	<b>£127,900</b>	<b>-£ 6,000</b>	<b>£187,403</b>	<b>£160,100</b>	<b>£ 152,055</b>	<b>£ 158,615</b>	