FINANCE COMMITTEE MEETING

Tuesday 18th December 2012 at 8.11pm
The Conference Room, Castle Manor Academy, Eastern Avenue, Haverhill

Present: Chair: Town Councillor: R André
Town Councillors: B Hawes, G Stroud and C Turner

No members of the public were present.

MINUTES

	Action
In the absence of the Chair and Vice Chair of the Committee, the Town Clerk assumed the chair and invited councillors to nominate and elect a chair. Cllr André was nominated and elected as chair for the meeting.	

1. Apologies for Absence
Apologies for absence had been received from Cllrs Hanlon, Byrne and Ager.

2. Declarations of Interest
No Members declared an interest in items on the agenda.

3. Minutes of the Last Meeting held 16th October 2012
The minutes of the meeting held 16th October 2012 were agreed as a true record.

4. Matters Arising
The Town Clerk reported that:
- there was nothing in standing orders to prevent the Leisure & Community Committee from changing the amounts awarded under the Council's small grants scheme
- credit amounts against accounts 4500 and 4506 in the September accounts related to reallocations of incorrectly coded grant payments and invoiced income
- Town Council insurance arrangements were covered by a three-year agreement, and the most recent renewal was year two of this agreement
- Reviews of Hartseats pricing and Arts Centre lettings were ongoing

5. Current Financial Position
The Committee noted the financial position as at 30th November 2012.
The following issues were raised:
- A negative year-to-date balance of £207 against account code 4225. The Town Clerk agreed to email councillors with an explanation **TOWN CLERK**
- Budget options for 2013/14. The Town Clerk agreed to provide options for the next meeting **TOWN CLERK**
- A salaries figure for Hartseats in November that was significantly different from previous months. The Town Clerk agreed to email **TOWN CLERK**

councillors with an explanation

6. **<u>Closure</u>**
The meeting was closed at 8.50pm.