

Haverhill Town Council



HAVERHILL
TOWN COUNCIL

Minutes of Haverhill Town Council's

FINANCE COMMITTEE

Held on Tuesday 19th November 2019 at 7.00pm at Haverhill Arts Centre, Haverhill.

Present: Mayor Councillor J Burns (Chairman)
Councillor A Brown
Councillor B Davidson
Councillor P Fox
Councillor P Hanlon
Councillor L Miller-Jones
Councillor L Smith
Councillor D Smith

Apologies: Councillor D Roach

In Attendance: Colin Poole (Responsible Financial Officer)

One member of the public was present.

Welcome:

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

F19 /039 Apologies for Absence
The above apology was noted.

F19 /040 Declaration of Pecuniary Interests and requests for Dispensations

| | | |
|----------|----------------------------|---|
| F19/044a | Cllr P Fox | Non-Pecuniary Interest as has given funding to this project from their County Council Locality Budget |
| F19/044b | Cllr P Fox Cllr D Smith | Non-Pecuniary Interest as has given funding to this project from their County Council Locality Budget Non-Pecuniary Interest as has given funding to this project in capacity of Chair of Haverhill South People's Forum |

F19 /041 Minutes of the Last Meeting
It was proposed by Councillor P Hanlon, seconded by Councillor B Davidson that the minutes of the meeting held on 15th October 2019 be agreed as a true record.

RESOLVED

Action

F19 **Actions Arising**

/042

- a) F18/045c – Review of booking terms and conditions used by the Council and Trust: This had not been concluded.
- b) F18/055 – Banking: The RFO confirmed no further progress completing the Barclays bank application form had been made.
- c) F19/034c – Cleaning Contract specification: The Arts & Leisure Manager has not yet been asked to provide this as it is not an item for this meeting.
- d) F19/034d – Solar panel installation: The Mayor has provided the Ops Manager with the contact details.
- e) F19/034e – Historic debtors list: The Finance Administrator has written off debts valued at £232.90.

RFO

RFO

RFO

F19 **Public Forum**

/043

No member of the public wished to speak.

F19 **To determine current grant applications**

/044

| Requesting Group | Cause | Amount requested |
|--------------------------------------|--|------------------|
| a) Castle Fields Pre-School | For funding towards two linked projects i) refurbishment of pre-school kitchen and ii) expansion of outdoor area to increase play space and secure kitchen garden area | 1,500.00 |
| b) Catch 22 Suffolk Positive Futures | Free weekly sports project to young people. | 4,585.00 |
| c) Haverhill Silver Band | For equipment and entrance fee for attendance at Leicestershire National Contest | 500.00 |

- a) It was proposed by Councillor L Miller-Jones, seconded by Councillor P Hanlon that consideration be deferred to allow the Clerk time to query the ‘profit’ line in the applicant’s accounts.

CLERK

RESOLVED

- b) It was proposed by Councillor L Smith, seconded by Councillor B Davidson that Catch 22 be invited to make a presentation to the Leisure and Community Committee in January, given the size of the funding request.

CLERK

RESOLVED

- c) It was proposed by Councillor L Smith, seconded by Councillor P Hanlon that the funding of £500 be approved.

RESOLVED

F19 **Reports from grant recipients**

/045

The meeting considered the latest report from REACH. It was proposed by Councillor L Smith, seconded by Councillor L Miller-Jones that the report be accepted

RESOLVED

F19 **RFO Proposals for budget 2020/21**

/046

Councillors considered the working document prepared by the RFO setting out proposals for a first-draft of the 2020/21 council budget. It was note that the proposals included:

- i. No reduction in current services
- ii. An allowance for general inflation, and for meeting estimated increases in national minimum wages and local government pay.
- iii. An up-front investment in carbon reduction policies, including additional staff resource to oversee improvement works for energy efficiency and installation of renewables, plus reviewing contracts to ensure value for money.
- iv. Offering an apprenticeship in administration and marketing.
- v. An up-front investment in new council storage facilities to remove ongoing revenue costs associated with equipment storage.
- vi. The initial estimate was an increase in expenditure of 11.27%, of which expenditure associated with the new Zone youth and family hub would be met by earmarked reserves. The estimate for the precept was an increase of £7.76 a year for a band D property, which is the equivalent of 15p/week.

Councillors thanked the RFO for his proposals. In addition they requested:

- i. An approach to be made to Sudbury Town Council to explore potential joint working on Community Warden work.
- ii. That the Youth Skills project funding for 2021/22 be secured.
- iii. A “Look after the pennies” policy to use the additional staff resource to free up time to reduce costs such as bank charges.
- iv. To create a new earmarked reserve using funds from existing property-related EMRs to fund the capital cost of carbon footprint reduction.
- v. Applications should be made to relevant grant schemes to fund renewables projects.

It was proposed by Councillor P Fox, seconded by Councillor L Miller-Jones that, subject to the inclusion of the requests set out above, the working document be adopted as a first draft budget for 2020/21.

RESOLVED

A further draft will be presented to the December Full Council.

F19 Date of next Meeting

/047 The next meeting of the Finance Committee will be held on **TUESDAY 21st January 2020** at Haverhill Arts Centre.

F19 Closure

/048 The Chairman declared the meeting closed at 21:10

Signed
Chairman

Date.....