

# Haverhill Town Council

## Minutes of Haverhill Town Council's

### FINANCE COMMITTEE

Held remotely on Tuesday 19<sup>th</sup> January 2021 at 7.00pm under regulation 6 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020



**Present:** Mayor Councillor J Burns (Chairman)  
Councillor B Davidson  
Councillor P Fox  
Councillor P Hanlon  
Councillor D Roach  
Councillor L Smith

**Apologies:** None.

**In Attendance:** Colin Poole (Responsible Financial Officer)  
Martin Page (Finance Administrator)  
Alisha Jenkins (Office Administrator)

No members of the public were present.

### Welcome:

Mayor J Burns welcomed everyone to the meeting and advised that the meeting was being recorded.

### Action

**F21 /001** **Apologies for Absence**  
None.

**F21 /002** **Declaration of Pecuniary Interests and requests for Dispensations**  
None.

**F21 /003** **Minutes of the Last Meeting**  
It was proposed by Councillor D Roach, seconded by Councillor P Hanlon that the minutes of the meeting held on 20<sup>st</sup> October 2020 be agreed as a true record.  
**RESOLVED**

**F21 /004** **Actions Arising**  
Covid-19 has had an impact on the normal running of the council, so some actions have not been possible.  
a) F18/045c – Review of booking terms and conditions used by the Council and Trust: This had been overtaken by events and the Operations Manager was looking at the terms and conditions for

bookings under Covid-19 regulations relating to community halls and the activity type. Different regulations restrict some of the activities carried out by hirers. Hirers would have to pay for additional cleaning between hires, or each rental will cost us more than we charge.

- b) F18/055 – Banking: The RFO confirmed no further progress completing the Barclays bank application form had been made.
- c) F20/006c - Panto cost analysis: it was noted that the panto cost analysis would not be a fair representation due to the local tier restrictions that were put in place days before the shows were organised, increasing the number of refunds given.

**Operations  
Manager**

**RFO**

**RFO**

**Finance  
Administrator**

**Finance  
Administrator**

**F21** **Public Forum**

**/005** No public were present.

**F21** **Report from Responsible Financial Officer**

**/006** The RFO presented his report to the meeting (see separate document). He thanked the Finance Administrator for getting the December report done.

- a) Haverhill Town Council currently has a £164,000 variance, there is funding available in reserves to underwrite the next 2 financial years.
- b) The budget report summary puts into perspective the number of things for the community Haverhill Town Council provides. Haverhill Town Council has still managed to deliver a few events between lockdowns. It also represents that there is a latent cost to a council even when it does not do much overtly as normal, but it has allowed for works to be done to maintain buildings.
- c) An additional £150,000 will be drawn down to help cover expenditure in April 2021.
- d) The Clerk to create a graph for the Lloyds Treasury Account to establish the rate at which it is dwindling over the last few years. The Finance Administrator has already created a table with some of the Lloyds Treasury data imputed which could be beneficial in creating the graph.
- e) It was queried whether there was any other ways Haverhill Town Council could gain income on funds as interest rates have dropped rapidly and could remain low for years.
- f) Councillor J Burns confirmed that the bank balances reported matched the statements received from the banks.
- g) Stock levels will be lower than was previously expected by the end of the year, the Finance Administrator has received information on which stock will need to be written off.
- h) Finance Officer to transfer the Chalkstone Open Space expenditure to the Arts and Leisure budget as it was for artistic drawings of what the future rainbow garden project may look like.
- i) The Trustee has indicated their intention to waive the Arts Centre, Hartseats and Haverhill Local History Group rent for 2020/2021 financial year which will go to the Full Council meeting.

**F21** **Budget Report:**

**/007** West Suffolk Council has approved passing on a local council tax support grant which would grant Haverhill Town Council £21,143. We

are setting a deficit this year and has been applied to help reduce the precept. Underspends in this financial year will be placed into reserves to support youth work including the Family Hub and Karen Chapple and Dan Cooke's work with NEET individuals.

Councillors considered the draft of the 2021/22 council budget:

	<b>2020/21</b>	<b>2021/22</b>
Expenditure	£ 1,419,937	£1,859,958
Net Income	£ 347,144	£ 543,225
From reserves	£ <u>48,600</u>	£ <u>277,000</u>
Balance	£ 1,024,193	£1,023,550
<b>Precept</b>	<b>£ 1,023,550</b>	<b>£1,042,834</b>
Band D	£ 135.91	£ 143.401

The RFO to contact West Suffolk Anglian Revenue Partnerships asking for information to test whether the taxbase is sound, given the size of the town.

**RFO**

It was by proposed Councillor D Roach, seconded by Councillor B Davidson the draft budget and recommended precept details for 2021/22 be recommended to Full Council for adoption.

**RESOLVED**

**F21** **Date of next Meeting**

**/008** The next meeting of the Finance Committee will be held after the planning committee on Tuesday 20<sup>th</sup> April 2021 – 7:45pm, focussing on end-of-year matters only.

**F21** **Closure**

**/009** The Chairman declared the meeting closed at 20:01

Signed .....  
**Chairman**

Date.....