

Haverhill Town Council

Minutes of Haverhill Town Council's

FINANCE WORKING PARTY

Held remotely on Tuesday, 18 July 2023 at 7.00pm



Present: Mayor D Smith (Chair)
Councillor R André (Vice-Chair)
Councillor J Burns
Councillor B Davidson
Councillor P Hanlon
Councillor A Luccarini
Councillor L Smith

Apologies: Councillor J Mason

In Attendance: Colin Poole (Responsible Financial Officer)
Kerry Wallis (Finance Administrator)
Jane Lomas (Council Administrator)

No members of the public were present.

Welcome:

Councillor D Smith welcomed everyone to the meeting. The Clerk advised that the meeting was being streamed live on the Council's YouTube channel.

F23 **Apologies for Absence**

/048 The above apologies were noted.

F23 **Declaration of Pecuniary Interests and requests for Dispensations**

/049 None.

F23 **Minutes of the Last Meeting**

/050 It was proposed by Councillor P Hanlon, seconded by Councillor A Luccarini that the minutes of the meeting held on 24th April 2023 be agreed as a true record.

RESOLVED

F23 **Actions Arising**

/051 F23/044c) Bank reconciliations completed.
F23/044d) Haverhill Community Trust – consolidated figures illustrated graphically. Cllr R André thanked the Finance Administrator for her work. Cllr J Burns suggested that One Haverhill Partnership might be removed as it does not form part of HTC. He also suggested omitting pence.

F23 **Public Forum**

/052 No members of the public were present.

Action

F23
/053

Report from Responsible Financial Officer

a) Haverhill Town Council budget report to 28th February 2023

The RFO presented his report to the meeting.

b) Narrative to RFO Report

The Clerk advised that activity has been fairly quiet but as the report reflects activity until the end of May, which is only a couple of months into the financial year. There is nothing remarkable to note.

However, the performance of the Arts Centre is better than expected which is due to a wealth of presold tickets. The next quarter will provide a better picture of how the year is progressing. Cllr R André noted that expenditure for OHP is shown but there was no budget. The Clerk advised that this was a mis-posting which has been corrected.

Discussion arose around the Community Kitchen and if income might be generated through commercial users. The Clerk advised that the community kitchen was used by various groups but the facility was not 'hired out' as such; groups providing the sort of educational use it was intended for can use it without charge. It was funded by a charity as a resource for the community for promoting healthy eating and helping to reduce food waste, etc, not for the council to hire out. In any case the kitchen is not built for commercial use which would block-book the kitchen at the expense of the people it was intended to help.

c) Bank Reconciliation

Noted in F23/051.

d) Payments

Noted.

e) Debtors and Creditors

The Finance Administrator reported that there are a couple of small debts but they are not a source of concern.

F23
/054

Date of next Meeting

The next meeting of the Finance Committee will be held on Monday 30th October 2023.

F23
/055

Closure

The Chairman declared the meeting closed at 7:20pm.

Signed
Chairman

Date.....