

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING
OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON
THURSDAY 27th NOVEMBER, 2014
IN THE MARKET HOUSE**

Present: Councillors P Winter – Chairman
P L Bettington M D Eager
C Jupp C Ridler
T Widdows R Yeoman

In attendance: Mrs K Mitchell - Clerk to the Council
Mrs M Bradman – Deputy Clerk to the Council

F.55 - 11.14 APOLOGIES

Apologies were received from Councillors R Barnes, E Harvey, R Hadley and K Francis.

F.56 - 11.14 DECLARATIONS OF INTERESTS

There were no declarations of interests made at this point in the meeting.

F.57 - 11.14 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

F.58 - 11.14 MINUTES

The Minutes of the Finance and General Purposes Committee meeting held on 23rd October, 2014, were confirmed as a correct record and signed by the Chairman.

F.59 - 11.14 FINANCIAL MATTERS

1. Summary of Receipts and Payments

Members were circulated with a Summary of Receipts and Payments from 17th October to 14th November, 2014.

RESOLVED: That the summary as presented, be approved and adopted.

2. Invoices for payment

Members considered a list of invoices for payment, copies having been circulated.

RESOLVED: That the invoices, No's 1-14 as presented, be approved for payment.

3. Budget 2015-16

Members considered the second draft of the budget required by the Finance & General Purposes Committee for 2015/16, and made a small number of changes. The Chairman advised that a Budget Working Group meeting would be held on 1st December, 2014 in the Town Council Offices, in order to review budgets across all three committees.

F.60 - 11.14 SUBSCRIPTIONS

Members considered the renewal of the Town Council's annual subscription to Clerks & Councils Direct magazine.

RESOLVED: That the Town Council be recommended to re-new the annual subscription to the Clerks & Councils Direct magazine, in the sum of £12.00.

F.61 - 11.14 TOWN COUNCIL OFFICES

Upgrading of Ceremony Room furnishings.

The Clerk advised that quotations had so far been obtained for carpet and window treatments, but that quotations for re-decoration and replacement furniture were still to be received. Members considered the quotations for carpet and window treatments and decided on their preferred choice, however it was agreed that a final decision should be delayed until such time as the quotations for the remaining items are received in order to determine the total cost of the project.

F.62 - 11.14 HALC

The following reports/information were circulated to Members:

1. Report from the Annual General Meeting held on 1st November 2014, as prepared by Councillor K Francis.
2. Proposed HALC Member subscription rates for 2015/16 (Note: HALC subscription approved at the Full Council meeting held on 06.11.14 refer F.45 - 10.14)
3. Report from the Executive Committee meeting held on 19th November 2014, as, prepared by Councillor K Francis.
4. HALC – Information Corner (circulated by email 17.11.14).

RESOLVED: That items 1- 4 be noted.

F.63 - 11.14 MARKET TOWNS FORUM

Members were circulated with the minutes of the meeting held on 22nd October. Referring to MFT22/10.1 the Clerk was requested to contact the Forum Administrator to seek feedback on the outcome of the meeting held in the Shirehall on 23rd October, which had been called to discuss concerns registered by parish councils regarding recent service reductions.

RESOLVED: That the Minutes be noted.

F.64 - 11.14 OUTSIDE BODIES

Ledbury Locality Cluster Group of Parish Councils.

Councillor P Bettington gave a verbal report on the informal meeting held in November and advised that the next meeting would be held in February 2015; date to be confirmed.

F.65 - 11.14 CORRESPONDENCE FOR INFORMATION

1. Parish Council Elections - Thursday 7th May, 2015.

A letter from Herefordshire Council containing estimated costs to be re-charged to the Town Council in respect of the full term elections in May 2015 and future by-elections in 2015/16, was circulated for information.

2. The Clerk advised that a reminder had been received from Herefordshire Council requesting that the Town Council ensure that its precept request is submitted before 31st December 2014, and, that changes to the council tax reduction scheme will be confirmed at its Full Council meeting on 12th December.

RESOLVED: That items 1 and 2 be noted.

F.66 - 11.14 DATE OF NEXT MEETING AND ITEMS FOR INCLUSION ON A FUTURE AGENDA

The next meeting of the Finance & General Purposes Committee is scheduled for 22nd January, 2015.

There being no further business, the Chairman closed the meeting at 8.36pm

Chairman Date