

**MINUTES OF A MEETING
OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON THURSDAY 22nd OCTOBER 2015
IN THE TOWN COUNCIL OFFICES**

PRESENT: Councillors: A Harrison - Chairman

D Baker	R Barnes
P Bettington	M Eager
M Mackness	A Manns
N Morris	A Warmington
R Yeoman	

IN ATTENDANCE: Mrs K Mitchell, Clerk to the Council
Mrs M Bradman, Deputy Clerk to the Council

F.44 - 10.15 APOLOGIES

Apologies were received from Councillors A Crowe, E Harvey and K Francis.

F.45 - 10.15 INTERESTS

Councillor R Yeoman declared a Non Pecuniary Interest in item 6 referring to youth provision.

F.46 - 10.15 PUBLIC PARTICIPATION

There were no members of the public present.

F.47 - 10.15 MINUTES

The Minutes of the Finance and General Purposes Committee meeting held on 10th September 2015, copies having been circulated, were confirmed as a correct record and signed by the Chairman.

F.48 - 10.15 FINANCIAL MATTERS

1. Summary of Receipts and Payments

Members were circulated with a summary of receipts and payments from 1st September to 9th October, 2015.

**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 1-7, as presented, be approved for payment.

3. Annual Return for the financial year ended 31st March 2015.

The clerk informed members that the annual return had been received and was available on the Town Council website and would be posted to the notice board for the public to view.

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**RESOLVED: That it be noted that the Annual Return had been received with no matters being drawn to the Town Councils attention.
A vote of confidence was taken in the Clerk to complete the Town Councils accounts under considerable pressure last year.**

F.49 - 10.15 BUDGET 2016/17

Councillor Yeoman presented a case for the Council to increase the budget provision for the Youth.

Recommendation to Full Council: To combine the budget sums from the following budget lines with the Youth Budget:

4860 JMHS	550
4865 Busy Bees	550
4890 Unspecified Grants	<u>2,000</u>
	3,100
4870 Youth Budget	<u>1,500</u>
New Youth Budget Total	£4,600

F.50 - 10.15 RISK REGISTER

The Chairman informed members that the risk register was still being collated and would be discussed at the next meeting.

F.51 - 10.15 TOWN COUNCIL OFFICES

1. Members agreed that Cllr Mackness' proposal for use of the bay window should be deferred to the Full Council meeting on 29th October when more quotes would be available for consideration.

RESOLVED: That the Clerk obtain more quotations for consideration at

the Full Council meeting on 29th October, 2015..

2. Non domestic rates

Members considered applying for separate listings of the two rental offices on the first floor for Non Domestic Rates, in order to allow prospective tenants to claim for small business allowance. The clerk informed members that as a result of the separate listings if the rooms were not let the Town Council would incur extra costs.

Recommendation to Full Council:That the separate listing is applied for once the rooms are Let to avoid extra costs to the Town Council.

3. Ceremony Room Advertising

Members considered advertising in the 'Celebrate in Herefordshire' Ceremonies Brochure.

Recommendation to Full Council:That the quarter page advertising space is

F.52 - 10.15 WORKING PARTY MATTERS

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F.53 - 10.15 OUTSIDE BODIES

F.54 - 10.15 CORRESPONDENCE FOR INFORMATION

A letter from Herefordshire Libraries Support Group to Jesse Norman MP and Bill Wiggin MP, regarding proposed cuts to Herefordshire Community Service and Libraries was circulated to members via email.

RESOLVED: That this be noted.

DATE OF NEXT MEETING AND ITEMS FOR FUTURE AGENDA

In view of the lateness of the hour and the amount of business still to be transacted, the remaining agenda items were deferred for consideration at the next meeting.

The Chairman closed the meeting at 9.47pm.

Chairman..... Date.....