

MINUTES OF THE FINANCE, STAFFING & GENERAL PURPOSES

COMMITTEE MEETING HELD ON THURSDAY 26 NOVEMBER 2009

Present: Cllr F Partridge – Vice Chairman

Cllrs J Bryson, L Emo, W B Garvie, P La Broy, R Rowland

In attendance: Cllrs P Dolphin (arrived 7.20pm), L Moores, H Partridge

Mrs C Kett – Town Clerk

Mrs M Roberts – Deputy Town Clerk

FS/67/09 **To receive and accept apologies for absence**

Cllrs P Moores

Cllr N Tucker (none committee member)

FS/68/09 **To receive members declarations of interests**

Cllr R Rowland (as the senior minister for the Christian Fellowship) declared a personal and prejudicial interest in FS/72/09(i)(a)

Cllr L Emo (as a committee member of the Berries Avenue Regeneration Committee) declared a personal interest in FS/72/09(ii)(b)

FS/69/09 **Electors questions/observations**

None

FS/70/09 **Minutes:**

(i) **To consider and approve the minutes of the FS&GP Committee meeting held on 15 October 2009**

Resolved: That the minutes for the previous meeting are deferred to the next meeting

(ii) **Report by Town Clerk on matters arising from the minutes**

Not applicable

FS/71/09 **Financial Report:**

(i) **Schedule of payments already made 6 November – 26 November 2009 (V689 – V711 inc)**

Resolved: That all payments already made (V689 – V711 inc: £4,403.74) be approved

Schedule of additional payments already made (V712)

Resolved: That all additional payments already made (V712: £29,974.70) be approved

(ii) **Schedule of payments to be made 6 November – 26 November 2009 (V713 – V736 inc)**

Resolved: That all payments to be made (V713 – V736 inc: £5,510.25) be approved

FS/72/09 **Section 137 Grant Funding**

As per his previously declared interests Cllr R Rowland left the room

(i) **Requests for financial assistance from 2009/2010 Section 137 budget**

(a) **Bude Christian Fellowship: towards cost of Street Nativity event**

Resolved: That a grant of £100 be made towards the cost of the Street Nativity event

Cllr R Rowland was invited back into the room

(b) **Citizens Advice Bureau: towards running costs**

Resolved: That a grant of £100 be made towards the CAB running costs

(c) **Bude Jazz Festival: towards cost of running Festival in 2010**

Resolved: That a grant of £100 be made towards the running costs of the 2010 festival subject to the festival taking place

(d) **Cornwall Rape & Sexual Abuse Centre: towards running costs**

Resolved: That the award of a grant be declined but a letter of commendation for their work be sent together with an enquiry as to whether there is any activity taking place in the Bude/Stratton/Poughill area which BSTC may be able to support

(e) **CATS: to assist with the cost of the Bude Area Awards**

Cllr P Dolphin arrived 7.20pm

Resolved: That a grant of £100 be made to assist with the cost of the Bude Area Awards

(ii) **Correspondence Received:**

(a) **Bude District Old Cornwall Society: letter of thanks for grant awarded**
Noted

(b) **Berries Avenue Regeneration Committee: letter of thanks for grant awarded** Noted

(c) **Bude Youth Project: letter of thanks for grant awarded** Noted

FS/73/09

Internal Audit:

(i) **Internal Audit Report 2009-2010 First Interim Report: consideration of report and action (if any) required**

Resolved: That the report be considered 'in committee' at the end of the meeting

(ii) **Review of Independent Internal Audit 2008/2009 report copied to all cllrs**
The report was considered and discussed

Resolved: That the report is noted and adopted by the Council

FS/74/09

Risk Assessments 2009/2010: consideration of summary

The summary was considered and discussed

Resolved: That the 'Overall Summary' is noted together with the conclusion that no action is required to be taken

Cllr J Bryson requested that her abstention be recorded

FS/75/09

Castle Heritage Centre Shop: consideration of staff/volunteer discount scheme

The Town Clerk had been asked to raise this by The Castle Manager. Discussion followed during which the appropriateness of introducing such a scheme was debated

Resolved: That the status quo remains and the Council does not agree to a discount scheme for staff and volunteers using The Castle Shop

Cllr W B Garvie requested that his vote against be recorded

FS/76/09

Preparation of Annual Estimates for 2010/2011: Central

Services/Administration copied to all cllrs

Resolved: That the Central Services/Administration provisional figures attached as an appendix to these minutes be approved by the FS&GP Committee

FS/77/09

Consideration of the annual estimates of income and expenditure submitted by

the Environmental Services & Highways, Heritage & Culture, Planning,

Properties and Recreation Committees and Recommendation to the Council of

the precept required by Bude-Stratton Town Council to fulfil the programmes

set by the Council during 2010/2011 copied to all cllrs. Please note that for certain parts of the budget (e.g. any discussions regarding staffing or containing confidential information) it will be necessary for the Council to pass the following resolution:-

Resolved: That the annual estimates of income and expenditure submitted by

the Environmental Services & Highways, Heritage & Culture, Planning,

Properties, Recreation and FS&GP Committees be agreed

Recommended: That the draft budget for 2010/2011 as presented (including the reduction in the 'Properties Enhancement' budget to £30,000) is agreed by the

FS&GP Committee and that the precept for 2010/11 be set at £628,342 this

being a 1% increase on the 2009/2010 precept figure

Cllr P Dolphin left the meeting at 8.55pm

FS/78/09

Resolved: That in relation to the following item publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw. The following item is confidential and the meeting will proceed 'in committee'

The following minutes are currently confidential and only available to councillors

Signed.....Date.....

RECOMMENDED BY FINANCE AND GENERAL PURPOSES COMMITTEE

	ACTUAL BUDGET 2009_2010		FORECAST 2009_2010		PROPOSED BUDGET 2010_2011	
	£				£	
INCOME						
Heritage & Culture		87305		77850		73210
Properties		25455		26336		21910
Environmental		22850		27650		31150
Open Spaces		4200		29930		6450
Parkhouse		48970		53992		50650
Central Services		12350		18150		5500
TOTAL OPERATING INCOME	£	201,130	£	233,908	£	188,870
EXPENDITURE						
Heritage & Culture		-196074		-164063		-183093
Properties		-16000		-15332		-16000
Environmental		-10035		-10035		-13550
Open Spaces		-200750		-198150		-205350
Parkhouse		-93605		-87985		-103405
Central Services		-207931		-202799		-210814
TOTAL OPERATING EXPENDITURE	-£	724,395	-£	678,364	-£	732,212
OPERATING CONTRIBUTION	-£	523,265	-£	444,456	-£	543,342
POUGHILL CHURCHYARD	-£	3,000.00	£	-	-£	2,000.00
PROJECTS						
Properties		-52000		-52000		-30000
Heritage		-21422		-20172		-8000
Recreation		-10000		-10000		-25000
Environmental		-35000		-35000		-20000
TOTAL PROJECTS	-£	118,422	-£	117,172	-£	83,000
TOTAL COST	-£	644,687	-£	561,628	-£	628,342
FUNDED BY PRECEPT		-644687		-561628		-628342
PRECEPT	£	622,080	£	622,080	£	628,342
+Surplus/-Loss (excluding transfer to earmarked reserves)	-£	22,607	£	60,452	£	-
			FORECAST	FORECAST		
General Fund			543376	603828		
Projected surplus			60452	0		
General Fund			603828	603828		
Properties Reserve			52000	82000		
Asset Replacement Reserve			10000	20000		
Projected Total Reserves			£ 665,828	£ 705,828		

N.B. The projected reserves will reduce after the review of the priorities for capital and other projects.