

SUDBURY TOWN COUNCIL

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD IN THE MAYOR'S PARLOUR,
TOWN HALL, SUDBURY ON TUESDAY 2ND JANUARY 2018 AT 6:30PM**

PRESENT: Mr N Bennett – in the Chair

Mr S Hall
Mrs S Ayres
Mr A Osborne
Mr L Cresswell

Mrs O Holtom – RFO

1. **SUBSTITUTES AND APOLOGIES**

Apologies for absence were received from Mrs S Page, Mrs J Antill and Mr J Sayers. Mr J Owen and Mr S Barrett were also absent.

Mr A Osborne attended as a substitute for Mrs J Antill. Mrs S Ayres attended as a substitute for Mr S Barrett.

2. **DECLARATIONS OF INTEREST**

Members were asked to declare any interests in the agenda items.

In accordance with the guidance from Babergh District Council's Standards Committee, Mr A Osborne, Mr L Cresswell and Mrs S Ayres declared a non-pecuniary interest that they are Babergh District Councillors. Mr L Cresswell declared a non-pecuniary interest for the agenda item # 10.

3. **DECLARATIONS OF GIFTS & HOSPITALITY**

No gifts or hospitality were declared.

4. **REQUESTS FOR DISPENSATION**

No requests for dispensation had been received.

5. **MINUTES**

RESOLVED

That the minutes of the meeting held on 7th November 2017 be confirmed and signed as a correct record. These were circulated and adopted at the November Full Council meeting.

6. **QUOTE FOR BODY WORN VIDEO CAMERAS FOR COMMUNITY WARDENS**

Members considered quotations submitted from Reveal Media Ltd and Pinnacle Response Ltd. There are funds available from the Rolling Capital Fund to finance this expense.

RESOLVED

That members approve under power of LGS1972 S145 to purchase 4 body cameras for the value of £2,251 plus £116 for the annual maintenance excluding VAT.

7. QUOTE FOR CROWD CONTROL BARRIERS

Members discussed a quote from MTM Plant & Sales Ltd. There are funds available from the Rolling Capital Fund to finance this expense.

RESOLVED

That members approve under power of LGA1972 S145 to purchase 40 barriers for the value of £1012.40 excluding VAT.

8. FUNDING FOR “GROW YOUR OWN COMMUNITY SUDBURY” PROJECT

Members discussed a possible funding contribution for the project in the sum of £10,200 proposed by the November full council meeting.

RESOLVED

That members agreed that Sudbury Town Council will continue to support the project through the provision of our Community Wardens’ assistance, however there are no financial funds available to support project costs for ongoing delivery of the service.

9. REVIEW OF INTERNAL AUDIT REPORT

Members reviewed the interim internal audit report conducted by SALC for the period ended 30th September 2017.

RECOMMENDED

Members agreed to recommend for the full council to accept that no actions to be taken as a result of the Internal Audit. Members expressed their appreciation of the work conducted by the Council personnel to achieve this excellent review.

10. OPTIONS OF SELLING THE COMMUNITY BUS

Members discussed a possibility and reasons for selling our community bus.

RESOLVED

Taking on account the current minimum usage against the running costs, members agreed to sell the community bus.

11. DONATION TO WOOL TOWNS ASSOCIATION

Members discussed a proposed possibility of joining the group in order to promote the Sudbury area for tourists.

RESOLVED

That members approve under the Power of General Competence to provide a donation of £100 to the Wool Towns Association.

12. **QUOTE FOR ACQUISITION OF ADDITIONAL CHRISTMAS LIGHTS**

Members discussed a quote from Blachere Illumination Ltd for the total of £5,938. There are funds available from the Rolling Capital Fund to finance this expense.

RESOLVED

That members approve under power of LGA1972 S145 to purchase additional Christmas lights to the value of £2,660 excluding VAT.

13. **QUOTE FOR 2018 CHRISTMAS LIGHTS INSTALLATION**

Members discussed a quote submitted by the Community Warden Supervisor for the 2018 Christmas lights installation.

RESOLVED

That members agreed to postpone the review of the quote until the next meeting to take into account the agreed acquisition of additional lights.

14. **REVIEW DRAFT BUDGET for 2018/2019**

Members discussed the draft budget 2018/2019.

RECOMMENDED

Members agreed to recommend for the full council to approve a 2.65% increase of the Band D council tax for the next financial year. Band D to be approved in the amount of £150.06. The total precept for the financial year 2018/2019 to be approved in the total of £642,477.

15. **APPROVAL OF BANK PAYMENTS**

The list of payments in excess of £500 for October and November 2017 was presented to Councillors for their approval (copy of report shown at minute pages 7-8)

RESOLVED

That members approve all listed payments over £500.

16. **REVIEW OF INCOME AND EXPENDITURE REPORTS**

Members discussed draft income and expenditure reports for the period ended 30th November 2017 shown at minute pages 9-21.

RESOLVED

That the Income and Expenditure reports to be noted.

17. UPDATE ON FINANCIAL MATTERS BY RFO

- 17.1 Balance Sheet items at 30th November 2017 (copy of report shown at minute pages 22-23.

RESOLVED

That the balance sheet items to be noted.

The business of the meeting concluded at 10:35pm.

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Chairman