

SUDBURY TOWN COUNCIL

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD IN THE MAYOR'S PARLOUR,
TOWN HALL, SUDBURY ON Tuesday 5th March 2019 AT 6:30PM**

PRESENT: Mr N Bennett – in the Chair

Mrs S Ayres
Mr S Barrett
Mr S Hall
Mr J Owen
Mrs J Antill

Mrs O Holtom – RFO
Mr B Smith – Community Warden Supervisor

1. **SUBSTITUTES AND APOLOGIES**

Apologies for absence were received from Mr L Cresswell.

2. **DECLARATIONS OF INTEREST**

Members were asked to declare any interests in the agenda items.
No declarations of interest were received.

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 5th February 2019 be confirmed and signed as the correct record. These were circulated and adopted at the February Full Council meeting.

6. **QUOTES FOR ACQUISITION OF ADDITIONAL CHRISTMAS LIGHTS**

Members received a presentation from the Community Warden Supervisor B Smith about the options for the acquisition of additional Christmas lights.

RESOLVED

That members approved under power of LGA1972 S145 to purchase Christmas lights for the Library from MK Illumination UK Ltd to the value of £1,253 excluding VAT. On a condition of receiving a sponsorship in the sum of £200, members approved under power of LGA1972

S145 to purchase additional Christmas lights from Blachere Illumination Ltd for the total of £1,947 excluding VAT.

7. QUOTE FOR 2019 CHRISTMAS LIGHTS INSTALLATION

Members discussed a quote submitted by the Community Warden Supervisor for the 2019 Christmas lights installation.

RECOMMENDED

Members noted that the 2019/2020 budget for Christmas lights installation is in the sum of £12,100. Taking on account the additional Christmas lights to be installed in 2019, members recommended for Full Council to approve under power of LGS1972 S145 the 2019 Christmas Lights Installation and removal costs in the sum of £12,744. Members under power of LGA1972 S145 approved the cost of electrical work to be provided by Ambrose Electrical Ltd as a part of the 2019 Christmas lights installation in the sum of £2,800.00 excluding VAT.

8. QUOTE FOR BODY WORN VIDEO CAMERAS FOR COMMUNITY WARDEN

Members discussed two quotes from Reveal Media Ltd: a quote for the annual care in the sum of £304 and a quote to upgrade the current body worn video cameras to a latest modification in the sum of £1,527.07 after an exchange discount. The current modification of cameras is going to be absolute and not supported by any maintenance in 2020.

RESOLVED

That members approved under power of LGA1972 S145 the cost of acquisition of new body worn cameras in the sum of £1,527.07 excluding VAT. The old cameras to be written off the Fixed Assets registrar after the exchange.

9. QUOTES FROM AUTO INNOVATIONS (SUDBURY) LTD

Members discussed three quotes from Auto Innovations (Sudbury) Ltd: a quote in the sum of £1,100 for three market signs and two quotes for a sign to display at the entrance of Sudbury Cemetery.

RESOLVED

That Members under power of Parish Councils and Burial Authorities Act 1970 S1 approved an acquisition of a sign for the cemetery's entrance in the sum of £140.00 excluding VAT. Members agreed to postpone the acquisition of three market signs. This acquisition should be considered in conjunction with the promotion campaign for the market.

10. CONTRACT WITH CLEAR CHANNEL UK LTD

Members discussed the terms and conditions of Self billing agreement with Clear Channel UK Ltd.

RESOLVED

That Members under power LGA1972 S142 approved self-billing agreement with Clear Channel UK Ltd for the provision of maintenance to 5 bus shelters in the sum of £1,381 per year excluding VAT on a barter agreement of using bus shelters for advertising to the value of £1381 per year excluding VAT.

11. QUOTE FROM ZURICH INSURANCE PLC

Members discussed a quote from Zurich Insurance plc for the insurance cover for the year starting 1st April 2019.

RECOMMENDED

That members recommended for the full council to approve under power of LGA 1972 S145 a quote for our general insurance cover in the total of £5,212.73.

12. TREASURY MANAGEMENT INVESTMENT STRATEGY

Members discussed a draft Treasury Management Investment Strategy. It was noted that under the Statutory Guidance on Investments issued by the Secretary of State under section 15(1)(9) of the LGA2003 (3rd Edition) from 1st April 2018 all councils with its investments in excess of £100,000 should have in place an Investment Strategy each year.

RECOMMENDED

That members recommended for the full council to approve the draft Treasury Management Investment Strategy.

13. APPROVAL OF BANK PAYMENTS

The list of payments in excess of £500 for January 2019 was presented to members for their approval (copy of the report shown at minute page 87).

RESOLVED

That members approve all listed payments over £500.

14. REVIEW OF INCOME AND EXPENDITURE REPORTS

Members discussed draft income and expenditure reports for the period ending 31st January 2019 shown at minute pages 88 to 102.

RESOLVED

That the Income and Expenditure reports to be noted. Members agreed to re-allocate 2018/2019 training budget from the cost centre #109 "Central Services" in the sum of £370 to the following cost centres: the cost centre #201 "Market" in the sum of £100 and the cost centre "Cemetery" in the sum of £270.

15. UPDATE ON FINANCIAL MATTERS BY RFO

15.1 Balance Sheet items at 31st January 2019 (copy of report shown at minute page 103).

RESOLVED

That the balance sheet items to be noted.

15.2 Reported that T.D. and A.M. Bugg Ltd notified us about increasing prices for market skips from £82.50 to £95.00 and for cemetery skips from £208 to £210 per skip. The prices were at the same level since August 2010.

RESOLVED

That the prices increase to be noted.

15.3 Members discussed the date for the May meeting of the Finance committee.

RESOLVED

Due to the election this year members agreed to re-schedule May meeting of the Finance committee on Tuesday 30th April 2019 at 6:30pm.

The business of the meeting concluded at 8.15pm.

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Chairman