

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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A MEETING OF THE **FINANCE COMMITTEE** WAS HELD IN THE MOOT HALL ON MONDAY NOVEMBER 3rd 2008 AT 6.50pm

Committee Members Present : [in alphabetical order]	Vice Chairman Councillors	LH Thwaytes
		GI Holloway
		Mrs E Langan
		J Pape
		HR Potts
		Mrs C Patterson
		S Rooke
Apologies from Committee Members :	Chairman Councillors	I Potts PR Elliott
Copies to all remaining Members of Council for information, <i>some of whom were in attendance at this Committee Meeting in an advisory capacity.</i>		

F1/11/08 APOLOGIES FOR ABSENCE

Apologies were received by the Vice Chairman on the Committee's behalf.

F2/11/08 MINUTES OF THE LAST MEETING

Members **AGREED** that the minutes of the last meeting of the Finance Committee, held on September 29th 2008, were a true and accurate record. The Vice Chairman was authorised to sign them as such. Any recommendations contained in these minutes had been considered for adoption by Council on October 8th 2008.

F3/11/08 DECLARATIONS OF INTEREST

Cllr Holloway declared an interest in the Volunteer Centre Eden.

F4/11/08 CHAIRMAN'S REPORT AND COUNCILLORS' QUESTIONS

No report this month.

F5/11/08 FINANCE WORKING PARTY

Cllr Thwaytes reported on behalf of the Finance Working Party and presented revised Budget sheets which had been returned to the clearer format recommended by CALC and considered easier for the RFO and Members to work with. Both Members, the RFO and Clerk thanked Cllr Thwaytes for his work on these improvements, which had taken some considerable time.

F6/11/08 ACTING FINANCIAL OFFICER'S REPORT

The Acting RFO's report was received and noted, including :

- her ongoing work on the preparation of the draft Budget for 2009-10
- time (and therefore cost) saved by (a) Cllr Thwaytes' valuable help mentioned above, and (b) Cllr Mrs Anderton's valuable help with obtaining Building Repair quotations
- further improvements planned for the monthly financial control sheet
- minor amendments requested in October to the 2007-08 Annual Return submitted back in June by Mr Budding

The Chairman thanked the Acting RFO on the Committee's behalf for all her hard work.

ACTION

LT

F7/11/08 INITIAL DRAFT BUDGET FOR 2009-10

The Acting RFO took Members through her initial draft Budget for 2009-10, which was fully discussed. The Clerk was asked to include items in her December Finance Committee and Council agendas for this draft Budget to be finalised and approved once further work had been completed.

Clerk

F8/11/08 FURTHER CONSIDERATION OF GRANT REQUESTS

Further consideration was given to the planned recommendation to Council that **£200** be granted towards core costs for future development of the Upper Eden Time Bank to the **Volunteer Centre Eden** from the Hannah Kennington Charity fund. This item had been **DEFERRED** to this Finance Cttee meeting due to Members' reservations about the grant benefiting other than just Appleby residents and the ongoing issue relating to the relocation of the Volunteer Centre.

RECOMMEND to Council that this Grant Request be **REFUSED**, in view of the unfortunate closure of the Volunteer Centre Eden.

RFO

Further consideration was planned of a grant application from the **Appleby in Westmorland Society** towards setting up costs for a new Appleby Archive in the Public Hall, as copies of Balance Sheets for the last financial year had now arrived. However, consideration of this item was **DEFERRED** until the next Finance Committee on December 1st, awaiting the resolution of several queries received from the Society regarding its Lease for the room to be hired in which to house the Archive. The Clerk was asked to include an agenda item.

Clerk

F9/11/08 T.I.C. WORKING PARTY

Members considered this recommendation from the T.I.C. Working Party, who were seeking to offset some of the reduction in EDC's T.I.C. grant funding, in an effort to protect the valuable T.I.C. service for the community and visitors :

The first three months of the year, (January February and March, not including Easter), be reserved for free exhibitions and the rest of the year the room be used for exhibitions where the T.I.C. are able to take a commission to go towards running costs.

RECOMMEND to Council that this recommendation be accepted, subject to the room being available should it be needed by the Town Council for its use.

*T.I.C.
Mngr*

Cllr Rooke asked if the T.I.C. could be kept open for an additional hour on days when a coach party were visiting, to enable them to shop after their Moot Hall Council Chamber visit. The Clerk was asked to include this in her Council agenda for November 12.

Clerk

F10/11/08 CHARITABLE TRUST INVESTIGATIVE WORKING PARTY

Cllr Holloway reported on behalf of this Working Party and previously circulated minutes of a meeting on October 2nd were noted. The Clerk had obtained independent legal advice from the National Association of Local Councils (NALC) and a survey of all other parish councils in Cumbria had also been conducted by the Cumbria Association of Local Councils.

RECOMMEND to Council that the Council does not proceed with a single trust for all the Council buildings and that the Council formally thank Mr Carl Glynn for all his work, effort and advice on Trust matters. The Clerk was asked to write to Mr Glynn should this recommendation be accepted by Council on November 12.

Clerk

F11/11/08 BUILDING REPAIRS WORKING PARTY

This item was deferred until Part Two of the meeting, since it may become necessary to discuss who had been asked to quote for work to be done on Council property.

F12/11/08 EXPENDITURE RECOMMENDED BY ANY OTHER WORKING PARTIES

None this month.

F13/11/08 CORRESPONDENCE

Members considered an email from EDC's Community Safety Officer regarding the possibility of an annual £100 contribution to help cover expected annual running costs of £1,200 for a new mobile CCTV system, should he be successful in obtaining funding to buy one.

RECOMMEND to Council that this be agreed as a one-off fee for the first year and then reviewed annually thereafter.

Clerk

F14/11/08 LATE CORRESPONDENCE AFTER AGENDA PUBLISHED

None outstanding this month.

F15/11/08 NEXT MEETING

Members noted that the next ordinary meeting of the Finance Committee would be held on **Monday December 1st at 6.45pm** in the Moot Hall.

ALL

F16/11/08 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED to exclude the Press and Public from the meeting, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, while the following business is transacted ...

F17/11/08 TENANCY QUERIES

Members gave guidance to the Acting RFO regarding a letter from a tenant and the Direct Debit payment for a second tenant.

RFO

F18/11/08 BUILDING REPAIRS WORKING PARTY

Cllr Mrs Anderton updated Members on Quotations outstanding and efforts to obtain them all for consideration at the November 12th Council meeting.

DA

There being no further business, **the meeting closed at 8.25pm.**