



Redenhall with Harleston Town Council

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Wilderness Lane
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Minutes

of a meeting of Redenhall with Harleston Town Council Finance Committee
held at the council offices, Harleston Leisure Centre
at 6.00pm on Tuesday 10th January 2017

In Attendance: Councillors: Barry Woods (Chairman) Mark Betts, Adrian Brownsea, Frances Bickley and Simon Marjoram

Also present: Lynda Ling (Town Clerk)

1. **Welcome** – The Chairman welcomed those present at the meeting
2. **To receive and accept apologies from members unable to attend** – None
3. **To receive any declarations of pecuniary or other interests in particular matters to be raised at this meeting** – None
4. **To approve the minutes of the meeting held on Tuesday 6th December 2016** – Agreement was proposed by Councillor Bickley and seconded by Councillor Marjoram
ALL AGREED
5. **Matters arising** - None
6. **To discuss the accounts and measure against predicted spend to date** – Councillor Brownsea commented that the loan repayment paid earlier in the financial year, should be financed from general reserves and not the normal account. Councillor Woods replied that this would be sorted out by the end of the financial year.
7. **Discussion on the questions raised in full council regarding budget/precept recommendations made by the Finance Committee and agree any action** – A discussion took place between Councillor Woods and Councillor Brownsea regarding a change of mind about the budget recommendations between the last Finance meeting and the town council meeting. Councillor Brownsea replied that he had suggested that the budget could wait until March as there was no immediate urgency. A further discussion ensued over the advantages and disadvantages of setting the budget early with both councillors making their views known, however, both councillors agreed that making a responsible budget was important, and the chairman felt that this had been done. For clarification, it was confirmed that the support grant from SNC was £14,375 and the precept requirement requested was £295,817. This meant that the 3% increase which was agreed at the last Finance Committee meeting, was no longer necessary, and in fact the precept would be reduced by 1% and the Band D charge would drop from £182 to £180.16 per household.
8. **Consideration of a recommendation from the Environment Working Group (including the costs of the refurbishment of the Jays Green footpath) in next year's**

budget and agree any action – The chairman spoke of the footpath on Jays Green being well used by school children and in need of resurfacing, and as the budget had already been set for the next financial year, it was too late for inclusion. Investigations with the county and district councils came to nothing over the ownership and responsibility of the upkeep of the footpath, however, Councillor Brownsea commented that someone had resurfaced the path in the past and it was an established right of way. After further discussion over the quotes received, it was agreed that option 3 be accepted at a cost of £1295.00 + VAT and the monies be taken from the project budget.

9. Discussion on the cost and budget considerations of creating a pedestrian footpath on the Recreation Grounds as recommended by the Recreation Committee and agree any action – After a brief discussion on the recommendations, questions were raised as to the placement of the path from Wilderness Lane, and although the Finance Committee agreed with the idea, further information was requested at other options of siting of the path.

10. Discussion on the cost and budget considerations of signage on the Recreation Grounds as recommended by the Recreation Committee and agree any action – The clerk showed members the proofs for the signs, quoting sizes, prices and intended siting areas. It was agreed that a maximum of £1500 be allocated from contingency and if any further funds were required, then the Recreation Committee would need to consider the signs cost further.

11. Discussion on the purchase of audio recording equipment for external meetings and agree any action – The chairman spoke of the need for the recording of precise information at external meetings, to ensure that there is no doubt as to what has been said. The Communications Working Group have made suggestions as to the type of equipment that would be needed, and a policy would have to be put in place for the management of the recording. Councillor Brownsea suggested that the recording of all town council meetings should also be considered as well as the recording of any other meetings deemed necessary. It was envisaged that the cost of the equipment would be in the region of £150, however the committee suggested a ceiling of £300 should be the maximum spend. Councillor Brownsea requested that the Communications Working Group be the councillors to work out the use of the equipment.

12. Discussion on the purchase of an IP address and agree any action – The chairman explained to the group the difficulties recently encountered with work emails which was due to a hosting problem. Councillor Betts has investigated this and for \$20 per year the council could have its own so based on this information the chairman gave authority to go ahead and purchase the IP address as a matter of urgency. Councillor Brownsea commented that he hoped all problems with the IT and emails would now be addressed. Agreement proposed by Councillor Brownsea and seconded by Councillor Marjoram.

ALL AGREED

13. Date and time of next meeting – the next meeting will take place on Tuesday 7th February 2017 at 6.30pm in the council offices.

Meeting closed at 19.20pm

Signed.....

Date.....