



Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling

Minutes

of a meeting of Redenhall with Harleston Town Council Finance Committee
held at the council offices, Harleston Leisure Centre
at 6.30pm on Tuesday 10th October 2017

In Attendance: Councillors: Ian Broughton (Chairman), Mark Betts, Adrian Brownsea, Frances Bickley

Also present: Tina Page

1. **Welcome** – Councillor Broughton welcomed everyone to 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 10th September 2017** – Agreement proposed by Councillor Brownsea and seconded by Councillor Betts

ALL AGREED

Councillor Brownsea asked for the items outstanding be reported on and sent to the Finance Committee.

5. **Monthly Finance Report** – Councillor Brownsea expressed a concern that he does not believe the columns add up on the Income and Expenditure report provided by the RBS system. The budgets overall seems ok. There is a need to consider next year's budget.

The Football charges will need to be reviewed, there are now more matches, the use of the changing rooms and the social room. Councillor Bickley stated that she has asked for a breakdown of the utility bills over a couple of years to look into the water usage for the changing rooms.

The electricity for the street lights are on the up, we need to review the need for the LED lights and the savings they will make.

The Insurance on the I&E is over budget. Tina stated that this is an error and should be divided between cost centres, **Action TP**.

Tina spoke briefly about the issues we are having with going over the VAT partial exemption limit. The issue has not been helped by the large Eyre invoice that was carried over to this year at Barry's request. Elysian Associates are looking into the current 6 months for us. It was stated that all expenditure will need to go through Lin before authorising, especially the Gym expenditure, even if this is within the gym budget, due to the exemption issues.

Action LL, to discuss this issue with NIS

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Councillor Brownsea mentioned that the Finance Committee request for the committees to justify their income with their expenditure for reviewing the budget.

It was noted that over the years a budget figure has been allocated to a nominal code and nothing has gone through on that costing, thereby the budget money being carried to the reserves. It was requested that this be looked at for the last three years. **Action TP**, this can be done by looking at the I&E for month 12 for this period.

Councillor Brownsea requested a list of reserves, **Action TP**. There will be a need to advise the public about the Grants.

6. Chairman's Report – Councillor Broughton mentioned the need for an additional 5 hours a week for street cleaning while Sid is absent. Chris has confirmed that he is happy to do this. This was agreed in the short term.

7. To receive an update on the car park and agree any action – Councillor Bickley stated that she had heard from the Co-op and that she was having an informal meeting with the councillor the next day.

8. To discuss the external audit report and agree any action – This was discussed last month.

The meeting was not adjourned as there was no public present

9. Date and time of next meeting – the next meeting will take place on Tuesday 14th November 2017 at 6.30pm in the council offices.

Signed

Meeting closed at 19.50pm

Date.....