



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 14th November 2017

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

Also present: Lynda Ling (Clerk)

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** – Cllr. Betts declared an interest in Item 9 – Harleston Senior Section
4. **To approve the minutes of the meeting held on Tuesday 10th October 2017** – Agreement proposed by Councillor Betts and seconded by Councillor Bickley
ALL AGREED
5. **Matters arising** – Cllr. Brownsea asked the clerk for an update on the current partial exemption situation for VAT. The clerk responded that the vat consultants had been given a report and their findings were awaited.
6. **Chairman's Report** – It was reported by the chairman that the final elements of the car park lease will now be worked on, and after a long time of negotiations, it was good to see the conclusion of discussions.
7. **To receive an update on the car park and agree any action** – Cllr. Bickley informed members that she and the clerk had met with Debbie Lorimer (SNC) and David Seaton also of SNC, this afternoon and had gone through the Heads of Terms with them. Some further information came out of the meeting, including:-
 - SNC will not do the landscaping, nor repair street lights, nor empty the inceptor tanks but will continue to clean the car park and empty bins.
 - Can confirm that the annual increase will be CPI and RPI
 - Not prepared to accept a break clause as town council have taken too long to decide on the outcome

Cllr. Brownsea commented that he has looked back on the CPI increases over the term of the last two leases, and if the same increases apply to the next lease term, the council

could be looking at a lease cost of £82,275 in ten years' time and also asked what proportion of business rates is payable to SNC. Cllr. Bickley replied that the business rates were discussed with Debbie Lorimer that afternoon, and Debbie will get a member of the rates department to contact the clerk to give the council further information.

Cllr. Bickley informed members that she had contacted Clive Attwood with regard to the suggested Business Forum letter he had drafted, and suggested that a minimum amount be stated as being £100. The £70 donation has remained the same for 9 years. Cllr. Brownsea stated that the council's letter to businesses was too polite to SNC and various items should be pointed out. The clerk asked Cllr. Brownsea if he would be prepared to send her an email stating the points he felt were relevant, which he agreed to do.

8. To discuss any expenditure proposals from other committees and working groups – Cllr. Brownsea mentioned the quote received for works on the war memorial garden, which was over £10,000.

9. To note the grant applications received in preparation for consideration of the 2018/19 budget – Eight applications have been received in total so far, and these were discussed at length. It was agreed to discuss again at the next finance meeting in December.

10. To consider the 2018/19 draft budget and agree any action – The clerk had prepared the first draft of the 2018/19 budget for consideration and it was agreed to look at this in further detail at the next meeting.

11. Consideration of staff/councillor training with the new Rialtas Finance System and any agreed action – Cllr. Betts spoke of the change from RBS to Rialtas Finance System and suggested that with two new members of staff in the office, everyone could benefit from some training. It was agreed to go ahead and make arrangements for this but spending no more than two years budget allocation on it.

12. Date and time of next meeting – the next meeting will take place on Tuesday 12th December 2017 at 6.30pm in the council offices.

Signed

Meeting closed at 21.11pm

Date.....