



**Minutes of the Meeting of the  
Finance & Grants Committee  
Via Microsoft Teams  
At 7.00pm on Tuesday 10 November 2020**

**Those Present:**

Members with voting rights: Town Mayor Cllr John Stewart,  
Cllrs: Amanda Stott, Angela Williams, Mark Fearn, Roland Edwards and Jon Weston.

Members without voting rights: Cllrs: Sara Knowles, James Nicholas and Alex Douglas-Kane (part)

Officers: David Naylor Town Clerk and Jennifer Brockbank RFO

**Chair:** Cllr Jon Weston

- 1. To receive and approve apologies for absence:**  
None voting members: Cllrs Johanna Maitland and Ken Edwards
- 2. To receive any declarations of Interest:** None
- 3. To receive and confirm the Minutes of the meeting held 12/10/20**  
The Committee **RESOLVED** to approve the minutes of 12/10/20 as a correct record.
- 4. To review the scale of charges for the Civic Hall and Town Hall**  
The Committee resolved to **RECOMMEND** the Council approve the scale of charges without change.
- 5. To review the Budgets for 1/4/20-31/3/22 including Earmark Reserves**  
The Committee was mindful of the ongoing Covid-19 pandemic and how it was affecting residents lives and finances and aimed to provide the best value for money whilst keeping the Precept at £58.

The information that had been provided by the RFO showed that in order to keep the Precept at £58, the general reserves for 31/3/22 would be reduced to £53,048. The council's [Finance Reserves Policy](#), which was approved last meeting, indicated that 3-6-month expenditure should be held in reserves which was calculated as £65,123-£130,245 and therefore a shortfall of at least £12,000. After debate the Committee resolved to **RECOMMEND** that the Precept remain at £58 per band D property and the general reserves level, if necessary, reduced to a minimum of 3 months. The total precept using the estimated tax base of 3202.47 x £58 totalled £185,743 in Precept. See attached [Budget](#)

Two Committees, Facilities & Infrastructure and Personnel Committee, had yet to finish their work on budget requirements for 2021-2022 and their reports could be

fundamental to setting this budget.

Therefore, the Committee also decided to form a Finance & Grants working group consisting of The Mayor, Cllr Weston, Cllr Stott, the Town Clerk and the RFO to scrutinize the budget looking at fixed and variable costs and optional extras. This was arranged for 16/11/20 at 10am and their findings would be submitted to the next Finance & Grants meeting which was arranged for 10/12/20 at 7pm. The Council would be able to set the Precept at the January Council meeting.

**New Christmas Events.** Cllr Knowles presented the Christmas Working Group plans for Christmas. The Committee **RESOLVED** to support the 12 Gigs of Christmas event £1500 and Festive Lighting on the Cherry Trees at Coronation Gardens £1150. The Council had previously given delegated authority to the Clerk, in consultation with the Christmas Working Group, who could now proceed with delivering the plans.

**6. To review the Treasury Management Policy**

The Committee resolved to **RECOMMEND** the Council accept the [Treasury Management Policy](#).

**7. To review the Loans Policy**

The Committee resolved to **RECOMMEND** the Council accept the [Loans Policy](#).

**8. Date of Next Meeting:** Budget 10/12/20 at 7.00pm