

**MINUTES OF THE MEETING OF  
THE FINANCE COMMITTEE  
HELD ON  
FRIDAY 21 NOVEMBER 2008  
AT THE CIVIC CENTRE. PROSPECT PLACE. WELWYN  
WHICH COMMENCED AT 7.30PM.**

**PRESENT:** Chairman, Councillor I Skidmore and, Councillors, S. Butler and J Roper

**IN ATTENDANCE:** Clerk, R. Findlay

**APOLOGIES:** Councillors C Hukin, P Neville and L Page (Other commitments)

**2008/063 WELCOME.**

The Chairman welcomed all present and opened the meeting.

**2008/064 DECLARATIONS OF INTEREST.**

None

**2008/065 MINUTES OF THE COMMITTEE MEETING HELD ON 31<sup>ST</sup> OCTOBER 2008**

It was **RESOLVED** the Minutes were a true and accurate record and duly signed by the Chairman.

**2008/066 MATTERS ARISING FROM THE MINUTES OF THE COMMITTEE MEETING HELD ON 31<sup>ST</sup> OCTOBER 2008**

It was reported that the External Auditor had now signed off the accounts for year ended 2007/2008. His report is due to be discussed at Full Council on 25<sup>th</sup> November 2008.

**2008/067 CHEQUES FOR APPROVAL & SIGNATURE**

It was agreed the cheques be signed at the end of the meeting.

**2008/068 ACCOUNTS TO END OCTOBER 2008**

These were discussed by the committee.

Large income received:

Precept	£94,368
VAT	£2,181

Large expenditure:

Civic Centre Rent	£7,500
Civic Centre arrears	£2,500
Agripower year end maintenance	£1,410
BDO, Audit fee 2007/2008	31,369

It was reported that the Audit fee had increased this year as the council now had a higher expenditure due to the expenditure of the Civic Centre Rent and arrears.

The Committee **Resolved** that all the income and expenditure for October 2008 be recommended to full Council.

The income for the month of October 2008 was **£104,900.10**  
(Minus the precept £94,368 = £10,532.10)

It was **RESOLVED** to recommend to Council that they accept the expenditure for October 2008 of **£37,335.97 gross (£36,157.63 net)**

**2008/069 BANK BALANCES AT THE END OF OCTOBER 2008**

The Clerk had produced the balance sheet which records the income, expenditure and bank balances for the October period.

• Current Account	£1,000
• Business Premium Account	£83,997.30
• Business Reserve	£6,039.18
• Treasury Account	£90,500.00

The Chairman reported that the Council would have to be careful of expenditure to the year end.

**2008/070 BUDGET 2009/2010**

The Clerk presented the draft budget and the Chairman and Clerk answered any question. Councillors, P. Neville and L. Page had previously sent their observations as they were unable to attend the meeting.

The Committee **Resolved** to recommend the following to Full Council on 25<sup>th</sup> November 2008

**STAFFING:** The committee fully supported the Clerks recommendation based on better value.

**GENERAL ADMINISTRATION:** The committee supported the Clerks recommendation.

**TRANSPORT AND PLANT:** The committee supported the Clerks recommendation.

**ASSISTANCE TO LOCAL GROUPS:** The committee supported the Clerks recommendation.

**ALLOTMENTS:** The committee supported the Clerks recommendation.

**LEISURE:** The committee supported the Clerks recommendation.

**CEMETERY/CHURCHYARD:** The committee supported the Clerks recommendation.

**CIVIC CENTRE:** The committee agreed to the amount of £5,600 for contract services. The committee then decided to recommend the total figure to Full Council.

**PARISH CENTRE:** The committee supported the Clerks recommendation.

It was agreed that the Leisure Committee would need to start looking at future building maintenance for the Parish Centre.

**PLANNING:** It was agreed that as there was money in the 2008/2009 for a projector/laptop to look at planning applications on line there was no need to budget for equipment in 2009/2010.

**PAVILION/PLAYING FIELDS:** The committee supported the Clerks recommendation.

**WHITE HILL CENTRE:** The committee supported the Clerks recommendation.

It was agreed that the Leisure Committee would need to start looking at future building maintenance for the White Hill Centre.

**PUBLIC TOILETS:** The committee supported the Clerks recommendation.

**OTHER BUILDINGS:** The committee supported the Clerks recommendation.

It was noted that the figures for the Library and Clinic are based on last year's figures. It is based on the apportionate expenditure of the Civic Centre; the amount is not calculated until the year end.

**LOAN REPAYMENT:** The committee supported the Clerks recommendation.

It was noted that the loan repayment is almost finished.

**CIVIC CENTRE ARREARS:** The committee supported the Clerks recommendation.

This is what has been agreed with the Borough Council.

**ADVERTISING & PUBLICITY:** The committee supported the Clerks recommendation.

**INTEREST ON INVESTMENTS:** It was noted that the Council would probably not make as much interest in 2009/2010. It was agreed to recommend the figure of £3,000.

**CAPITAL EXPENDITURE:** The committee supported the Clerks recommendation that the machinery and Cricket cover should be in the 2009/2010 budget and that Full Council should decided what Items should be budgeted for out of Capital Expenditure for 2009/2010.

It was recommended that the Council should take into account the items recommended in the 2008/2009 budget, but not budgeted for.

**EARMARKED RESERVES:** The committee supported the Clerks recommendation.

**2008/71**

**CLOSE OF MEETING.**

The Chairman thanked all present and closed the meeting at 10.00pm.

Signed:..... Chairman, Finance Committee

Dated 16<sup>th</sup> December2008