

HUNTINGDON TOWN COUNCIL**FINANCE COMMITTEE**

A meeting of the Finance Committee was held at the Town Hall, Market Hill, Huntingdon on Thursday 18th July 2019 at 7.00pm.

MINUTES

Present: Councillors: A Beevor; A Blackwell; P Brown; J Cole; A Diaz; C Doyle; V Hufford; P Kadewere; P Kennington; B Luckham; P Pearce (Chairman); T Sanderson; A Sedgwick; T Shrapnel; S Sweek and K Webb.

Clerk's note: Apologies were also received from the RFO and the Town Clerk.

20. APOLOGIES FOR ABSENCE

Apologies were received from Councillors S Gifford and S McAdam.

21. DECLARATIONS OF INTEREST

There were none.

22. PUBLIC ADDRESS

A Member wished to speak, it was proposed, seconded and

RESOLVED to adjourn the meeting.

A Member thanked the Finance Committee for their grant contribution towards Unity in the Community. The event took place on 13th July 2019 and was very successful, over 100 people from the community attended and the grant was greatly appreciated. The Chairman congratulated Huntingdonshire Community Group on their success.

A Member raised a query on the process of determining the budget for Huntingdon Town Council. Members raised concerns that more information on the process of setting the budget in the Finance Sub Committee, was required for a fuller understanding of the process. It was requested that an item was added to the next agenda with detailed information on the process of setting the budget and the scrutiny that goes into the process.

It was advised if Members wished to be involved with the setting of the budget, they should join the membership of the Finance Sub Committee for a full overview of the process. Cllr V Hufford requested to be added to the membership of the Finance Sub Committee.

With no further comments or questions. It was proposed, seconded and

RESOLVED to reconvene.

ACTION 22.1: The Democratic Office to add Cllr V Hufford to the membership of the Finance Sub Committee.

23. MINUTES

The minutes of the Finance Committee meeting held on 20th June 2019 (M2) were presented to Members. The Chairman asked Members if there were any comments, there were none. It was proposed, seconded and

RESOLVED to approve the minutes, which were duly signed by the Chairman.

24. RECOMMENDATION OF SUB COMMITTEES

Members had before them minutes of the following Sub Committee meetings:

(i) Grants Sub Committee held on 4th July 2019 (M1)

It was proposed, seconded and

RESOLVED to receive, approve and adopt the recommendations contained therein.

25. MONTHLY EXPENDITURE

Members had before them a copy of the monthly expenditure of Huntingdon Town Council for June 2019. Members were requested to email any questions or comments to the Responsible Finance Officer (RFO), Town Clerk and Chairman of the Finance Committee prior to the meeting, no enquiries were received.

Members were advised that the RFO had emailed out a detailed breakdown of the Southern Electric Bill for the Town Hall. There were no comments or questions.

It was proposed, seconded and

RESOLVED to approve the monthly expenditure for June 2019 and the reports were signed by the Chairman.

26. BANK RECONCILIATION

Members received a copy of the bank reconciliation for months ending 30th June 2019.

The Chairman asked Members whether there were any questions. There were none.

It was proposed, seconded and

RESOLVED to approve the bank reconciliations for month ending 30th June 2019 and copies of the bank reports were signed by the Chairman.

27. BUDGET VS ACTUALS

Members were presented with the Budget vs Actuals up to 30th June 2019. The Chairman asked for comments and questions, there were none.

It was proposed, seconded and

RESOLVED to note the budget vs actual up to 30th June 2019.

28. EXCLUSION OF THE PUBLIC AND PRESS

Members were advised that as the Town Clerk and RFO had tendered their apologies and the following private and confidential items required detailed scrutiny and discussion. It was recommended that items 28-32 were deferred to an extraordinary Finance Committee.

A Member noted his disappointment that the meeting was to be deferred due to apologies from the RFO and the Town Clerk.

It was proposed, seconded and

RESOLVED that items 28-32 were deferred to an extraordinary Finance Committee.

29. INVESTMENT OF CEMETERY LOAN

This item was deferred.

30. CEMETEREY & CREMATORIUM BUDGET

This item was deferred.

31. PENSION CONSULTATION

This item was deferred.

32. READMISSION OF PRESS

This item was deferred.

33. RE-ENROLMENT OF WORKPLACE PENSIONS

Members were advised that there was a legal requirement to re-enrol with the pension scheme every 3 years. There were no changes to the scheme.

A Member noted their disappointment for not receiving a report on this item.

It was proposed, seconded and

RESOLVED to note that the re-enrolment of the workplace pensions had been carried out by the Finance Manager.

19. DATE & AGENDA OF THE NEXT MEETING

The date of the next meeting was noted as Thursday 26th August 2019, Town Hall, Market Hill, Huntingdon.

ITEM NO.	ACTION	WHO'S RESPONSIBLE	DUE DATE	UPDATE
6a.1	The Democratic Officer was	Democratic Officer	20/06/2019	Completed

	actioned to update the Membership Committees grid.			
14.1	RFO to liaise with Estates and Property Manager on the Southern Electric bill for the Town Hall for the previous year.	RFO	18/07/2019	Completed
22.1	The Democratic Office to add Cllr V Hufford to the membership of the Finance Sub Committee.	Democratic Officer	19/07/2019	Completed

Chairman