

## **CREWKERNE TOWN COUNCIL**

Minutes of a meeting of the POLICY AND RESOURCES COMMITTEE held in the Council Chamber on Monday 29 October 2018 at 6.45 p.m.

### **PRESENT:**

Cllrs. B. Hodgson (Chairman), C. Aslett, M. Best, P. Bradly, Mrs R. Jackson, R. Pailthorpe, Miss K. Pritchard, Mrs A. Singleton, Mrs A. Stuart and D. Wakeman.

### **In Attendance:**

The Clerk Mr P. Davidson, Finance Officer Mrs P. Hewitt, 1 member of the press and 2 members of the public.

### **12 CHAIRMAN'S INTRODUCTION**

18/19

The Chairman welcomed Charles Aslett to the meeting, as a newly-elected member of the Council.

### **13 TO NOTE APOLOGIES FOR ABSENCE**

18/19

Apologies for absence were received from Cllrs. Mrs K. Head (personal) and N. Sturtivant (personal).

### **14 OPEN FORUM**

18/19

No items raised.

### **15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

18/19

It was **AGREED** that the Minutes of the meeting of the Policy and Resources Committee held on 11 June 2018 be **APPROVED**.

### **16 DECLARATIONS OF INTEREST**

18/19

None.

### **17 TO RECEIVE THE CLERK'S VERBAL PROGRESS REPORT**

18/19

The Clerk reported that there had been a recent revision in the required method of accounting for joint committees, which had implications for the accounting arrangements for the Joint Burial Committee (JBC). The JBC accounts were now required to be integrated with those of the Council, reflecting the 93% share apportioned to Crewkerne Town Council. The Clerk advised that this was already in hand.

It was further required that the JBC should not possess a separate bank account. This would require the existing JBC account to be closed and the balance distributed to the Town Council's account and to West Crewkerne Parish Council's account in accordance with the agreed 93%/7% split. Moving forwards, the Town Council would be required to manage all financial transactions and to collect the required 7% contribution directly from West Crewkerne Parish Council. The Clerk advised that both he and the Finance Officer were of the opinion that such a procedure was entirely practicable. The intention was to document the proposed new process, to allow review by both the Town Council and by West Crewkerne Parish Council.

18     **SECOND QUARTER FINANCIAL REPORT**

18/19   To receive the second quarter income and expenditure financial report

The report was noted.

19     **EARMARKED RESERVES**

18/19   To receive a report on the current status of Earmarked Reserves and forecast year-end balance

The report was noted.

Cllr. Mrs Jackson asked whether it would be possible to amend the naming of the Earmarked Reserves allocated to Youth Town Council, to a more generic title such as “Youth Project”. In response, Cllr. Best suggested that such a change might not be possible because he believed that the original funding had been provided to the Council with specific stipulations on use. The Clerk agreed to check the history of this funding source.

20     **DRAFT BUDGET**

18/19   To consider the first draft of the budget for 2019/20

Councillors reviewed the first draft of the 2019/20 budget compiled by the Clerk and Finance Officer.

Cllr. Miss Pritchard asked whether there was scope to reduce the budget allocated to car park season tickets, on the basis that there was parking available adjacent to the new industrial unit grounds staff workshop. In response, the Clerk advised that parking was, in fact, quite limited at the new workshop, sufficient only to allow parking for the grounds staff.

Cllr. Bradly stated that he had examined the Town Council precept over the preceding 10 years, noting that it had doubled over this time period. He noted that the draft budget under review held the precept at its current level but suggested that the aim should be to reduce the precept by 10%. In response, Cllr. Best said that such a reduction would require significant cuts in a number of budget areas. Cllr. Mrs Singleton echoed this view and asked Cllr. Bradly to come forward with specifics.

Cllr. Pailthorpe suggested that the latest iteration of the draft budget be brought to the December Council meeting for further consideration. The Clerk would ensure that this was added as an agenda item for the December Full Council meeting.

21     **TO RECEIVE ANY MATTERS OF REPORT**

18/19

None.

22     **DATE OF NEXT MEETING**

18/19

Monday 14 January 2019 in the Council Chamber.

The meeting closed at 6.59 p.m.

**Signed** .....

**Dated** .....

pr29Oct2018