

## Kingsbridge Town Council

### MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD AT 6.30 P.M. ON TUESDAY 15 NOVEMBER 2016 IN QUAY HOUSE

**Present:** Cllr Anne Balkwill (Chairman)  
Cllr Martina Edmonds  
Cllr Irene Jeeninga  
Cllr Mike Jennings

**In Attendance:** Cllr David Baisie  
Martin Johnson (Town Clerk)

#### **16/18 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Chris Povey and Jim Romanos.

#### **Public Open Forum**

There were no members of public present.

#### **16/19 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **16/20 MINUTES OF THE LAST MEETING**

Members received minutes of the last meeting held on 18 October 2016 which were approved as a correct record.

#### **16/21 FEES AND CHARGES**

Members were in receipt of Fees and Charges effective from 1 April 2016, alongside historical charges from 1 April 2012 to date, and a thorough review was completed. It was **RECOMMENDED** for:

- Fixed leases for the Rear Hall (TQ7 Hairdressers), Age Concern/Rest Centre and Bin Store (Creeks End Inn) to be noted.
- All permanent room rentals in Quay House for Rooms 4, 8, 9, 10 & 12 to be increased by 2% and rounded up to the nearest £5.
- Casual room rentals for the Council Chamber, Rooms 3 & 7, weddings and DCC Social Services to be retained.
- Allotment rents to be retained.
- Bandstand hire charges to be retained.
- Equipment hire charges to be retained.
- Photocopying charges to be retained.
- Embankment Road Cemetery scale of fees to be increased by 2% and rounded up to the nearest £5.

A listing of proposed Fees and Charges for financial year 2017/18 is at Annex A.

## 16/22 BUDGET FOR FINANCIAL YEAR 2017/18

Members received a draft budget for financial year 2017/18 and considered each individual cost code alongside information received from the Property and Parks & Open Spaces Committees.

In particular, Members noted/agreed:

- South Hams District Council (SHDC) had approved a reduction in Council Tax Support Grant at 9.85%.
- SHDC would notify local councils of the Council Tax Base for 2017/18 in mid-December whereupon Band D council tax rate could be calculated.
- Quay House building maintenance (cost code 52) which included internal decoration, disabled toilet works and an external notice board would require total Quay House expenditure over income at circa £6k. It was proposed that such expenditure should be taken from the operational budget rather than a transfer from Reserves.
- Quay House utilities (cost code 51) increased to reflect water bowser usage by Kingsbridge In Bloom (moreover, a locked cover was proposed for the tap).
- Cemetery maintenance & monuments (cost code 93) increased to undertake repairs to the side entrance steps.
- Grant Aid community projects (cost code 131) decreased for the Twinning Association.
- Website (cost code 186) increased to transfer to a new website provider.
- Hospitality (cost code 202) increased for KTC to host a community event.
- Salaries (cost code 220) to be reviewed at the next meeting.
- Fair Week (cost code 240) Reception suggested to be contracted to outside caterers with costs to be gleaned.
- Solar Farm community benefit projects (cost code 270) to be considered.
- Parks & Open Spaces improvements (cost code 272) contingency/projects to be considered.
- Policy Committee to be held shortly would consider the progress of agreed projects. Members suggested projects such as Bandstand concerts, movie on the Town Square movie, ice rink on the Town Square, redecoration of the Council Chamber to encourage further usage e.g. tables restoration, new curtains and paintwork.
- New bunting may have to be purchased for summer 2017.

It was **RECOMMENDED** to progress the draft Income and Expenditure Budget for financial year 2017/18 at Annex B to be re-considered at the next meeting.

## 15/23 DATE OF NEXT MEETING

Tuesday 3 January 2017 at 6.30 p.m. (3<sup>rd</sup> quarter income & expenditure report for FY 2016/17 and draft budget for FY 2017/18).

Annexes:

- A. Proposed Fees and Charges for Financial Year 2017/18.
- B. Draft Budget for Financial Year 2017/18.

*The meeting closed at 8.35 p.m.*