

**FILEY TOWN COUNCIL**

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE**  
**MEETING HELD 24 NOVEMBER 2008**

Present: Cllr D Murton (in the Chair), Cllr Mrs S Bradney, Cllr S Cross, Cllr J Haxby,  
Cllr C Hodgson, and Cllr Mrs M Wright  
RFO Mrs G Robinson

**NOTICE OF THE MEETING**

**RESOLVED : That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972** **F795/08**

**APOLOGIES**

All members of the Finance & General Purposes Committee were present at the meeting.

**RESOLVED: That this information be noted.** **F796/08**

**DECLARATIONS OF INTEREST**

There were no declarations of interest in items on the agenda with the exception of agenda item 9 – Initial Consideration of Grant Applications and as members had not been circulated with the list of grant applications they were asked to declare their interests during the meeting when this item was discussed.

**RESOLVED : That it be noted declarations of interest be declared during the course of the meeting after members had seen the list of grant applications.** **F797/08**

**MODEL AGREEMENT ESTIMATES 2009/2010**

Members had been previously circulated with a copy of Model Agreement estimates for 2009/2010 for approval. An increase of 2.75% had been included by SBC in line with Scarborough Borough Council's own revenue budgets for 2009/2010. The RFO was requested to seek an increase in the Lawns Cemetery Model Agreement estimate for the following year in 2010/2011 to address Cemetery Management costs in relation to Health & Safety/Risk Assessment requirements as advised by the Institute of Cemetery Management. After discussion it was

**RESOLVED: That the Model Agreement Estimates for 2009/2010 be accepted and an increase to the Lawns Cemetery estimate for 2010/2011 be sought from Scarborough Borough Council by the RFO as detailed above.** **F798/08**

**INTERNAL AUDIT REPORT FOR SECOND QUARTER 2008/2009**

Members had been previously circulated with the Internal Auditor's Report for the Second Quarter for 2008/2009 and considered the areas which had received attention by the Internal Auditor in the report. The Internal Auditor commented that he was aware of the ongoing work for Risk Management by the RFO and this area would receive his attention in the Third Quarter Audit. It was

**RESOLVED: That a recommendation be made to full council to accept the Internal Audit Report for the Second Quarter 2008/2009.** **F799/08**

**SECOND QUARTER BUDGET STATEMENT 2008/2009**

Members had previously been circulated with a Second Quarter Budget Statement for 2008/2009 and the RFO also circulated income and expenditure totals up to 24 November 2008. The RFO explained that due to falling interest rates there would be a shortfall of approximately £8,500 of planned income in the budget although this shortfall could be offset by additional income received. Members identified areas for increased income e.g. promoting room hire in the council newsletter. Members also scrutinised expenditure budget headings and the RFO was requested to investigate all expenditure budget headings to identify where savings could be made at the next meeting. After discussion it was

**RESOLVED: That a recommendation be made to full council to accept the Second Quarter Budget Statement for 2008/2009.**

**F800/08**

### **TERM DEPOSIT ACCOUNTS**

The RFO informed members that under delegated powers she had transferred the following amounts to Term Deposit Accounts to achieve better interest rates for the Town Council's budget for 2009/2010.

£249,000	5.4%	Term Deposit Account for a one year period (to Nov 2009)
£ 50,000	5.05%	Term Deposit Account for 3 months (to Feb 2009)
£ 50,000	5.1%	Term Deposit Account for 4 months (to March 2009)

The RFO explained that a cash flow forecast had been undertaken to identify sufficient cash flow purposes due to the interest on the Term Deposit Accounts being paid at the end of the term and not on a monthly basis as at present. The RFO would review interest rates on a regular basis. It was

**RESOLVED: That the above information be noted.**

**F801/08**

**ALL THE FOLLOWING FIGURES UNLESS OTHERWISE STATED ARE FOR INTERNAL FINANCE & GENERAL PURPOSES COMMITTEE USE AND CALCULATIONS TO AID THE COMMITTEE IN THE PREPARATION OF THE FINAL BUDGET FOR 2009/2010**

### **INITIAL DRAFT BUDGET OUTLINE FOR 2009/2010**

The RFO circulated to members a copy of the initial draft budget outline for 2009/2010 and explained each individual income and expenditure draft budget amounts highlighting which budgets needed to be increased and those budgets on which savings could be made wherever possible. It was agreed that a separate budget was needed for Councillor Training to comply with Quality Status requirements and that the present Conference Budget be split to accommodate both conference fees and councillor training and therefore it would not be possible for as many councillors to attend the YHRTP Regional Training Conference but the remaining funds could be utilised to benefit more training for councillors. The RFO stated that through the Clerk's Liaison meeting Scarborough Borough Council have been approached to also offer training to Town Councillors wherever possible. Members discussed the contribution to the Southern Parish Cluster and the tangible benefits from the Cluster Group and requested that a balance sheet be produced to substantiate funding. Members also agreed that the subscription fee to YRCC would not be supported in the future. The RFO stated that due to falling bank interest rates this would result in a reduction of income for the revenue budget for 2009/2010 and efficiency savings would need to be made for the forthcoming budget. Members requested the RFO investigate where savings could be made in expenditure budget headings. The draft budget will be ongoing until January when all expenditure from the council's committees will have been received and consideration of the draft precept is discussed. It was

**RESOLVED: That the above information be noted and the RFO investigate efficiency savings in the draft budget outline for 2009/2010 as requested.**

**F802/08**

### **INITIAL CONSIDERATION OF GRANT APPLICATIONS**

The RFO circulated to members a list of 13 grant applications received and members considered the content of each one in detail. Cllrs Cross, Murton, and Mrs Wright declared a personal interest in various grant applications and took no part in the respective discussion (these will be reported fully in the minutes when the grant applications are finalised). It was agreed that the grant applications would be re-visited in January prior to the draft budget being finalised. It was

**RESOLVED: That the above information be noted.**

**F803/08**

***Under Section 17 of the Crime and Disorder Act 1998, members considered that none of the above decisions would impact on crime and disorder.***

Chairman  
Councillor D G Murton