

MINUTES

FINANCE COMMITTEE
MAYORS PARLOUR, TOWN HALL, ROMSEY, HAMPSHIRE
TUESDAY 15th April 2008 at 7.30p.m

ATTENDANCE:

p. Councillor M. Cooper (Chairman) p. Councillor D. Johnson
p. Councillor C. Collier a. Councillor D. Baverstock
p. Councillor L. Broomfield p. Councillor C. Lewis
p. Councillor J. Burgess

Clerk: Judith Giles

Public: None

1. Apologies for Absence

Apologies received from Cllr. D. Baverstock

2. Declarations of Interest No personal or pecuniary interests were declared.

3. Minutes

To receive the Minutes of 26th February 2008

The Minutes of the meeting held on 26th February 2008 were agreed and signed.

PROPOSED: Councillor D. Johnson

SECONDED: Councillor C. Collier

CARRIED UNANIMOUSLY

Matters Arising from the Minutes of 19th June 2007

Current and Projected Town Hall Income

The Cumulative Total requested to be included on the Current and Projected Town Hall Income Graphs will commence from May 2008(Month2).

Bank Charges

Lloyds TSB have confirmed the bank charges for £321.00 are not the result of the Council's account going overdrawn. They intimated it was a charge for a "sweep system" which checks our account daily to ensure it does not go overdrawn. This will be confirmed shortly. Cllr. M. Cooper requested the Town Clerk challenge Lloyds TSB regarding these charges and investigate moving the Council's account to another Bank.

Allotments Payments Procedure

The Allotments rents are paid into Romsey Town Council's Bank Account by the Treasurer, Mike Nobbs. These payments are identified on the bank statements, noted and recorded by DCK Beavers for the Financial Reports.

4. Public Participation None

5. Receive an Update of Current and Projected Town Hall Income

The Committee congratulated the Town Hall staff on the level of bookings already in place for the year 2008/9, totalling approximately £30,809. To help increase bookings, it was agreed to target local businesses, by furnishing them with an A4 3-folded leaflet, detailing the services we provide. It was agreed local businesses may require meeting rooms for "one-off" meetings. Cllr. L. Broomfield and Cllr. J. Burgess volunteered to assist in the marketing of this venture.

6. Salaries Breakdown Summary for 2007/8

This Summary was not given to the Committee due to the staff confidentiality detailed in the Salaries Breakdown Summary for 2007/8. The Committee was asked instead, to refer to the overall Salary Cost for 2008/9 stated in Month 12 Expense Statement and Payments Lists. This was noted.

7. Receive and Review Latest Available 2007/8 Expense Statement and Payments Lists

The Expense Statement and Payments Lists for Month 12 was received and noted. The Town Clerk to investigate Budget Code No.1010 Income-Donations and will confirm at the next meeting the origins of donation for £3,010.

The Town Clerk to investigate if costs incurred to refurbish vandalised town seats can be claimed through Council's insurance cover.

The Town Clerk to request DCK Beavers omit the word "Revised" from the budget heading "Revised Annual Budget" stated on the Expense and Payments Lists as they felt the word is misleading as the budget is not at any point "Revised".

8. DATE OF NEXT MEETING

The Town Clerk confirmed she will be on holiday for the next meeting scheduled for 17th June 2008. It was agreed Debbie Forder will clerk the meeting in her place.

The meeting closed at 8.28pm