



Finance and Governance Committee

PRESS AND PUBLIC ARE WELCOME TO ATTEND

**Summons to attend meeting on Wednesday 12th February 2020 at 5:15pm
at the Council Offices, Market Street Carnforth**

- 20001 To elect Chair of Finance & Governance Committee
- 20002 To receive apologies for absence
- 20003 To receive declarations of interest and/or dispensation requests
- 20004 To consider Minutes of the meeting on Wednesday 8th January 2020
- 20005 To consider items of urgent business
 - a) Civic Hall valuation
 - b) Civic Hall task group
- 20006 To adjourn the meeting for a period of public discussion
- 20007 To consider Payments list (to follow)
- 20008 To consider year end procedures and audit
- 20009 To consider updates on activities:
 - a) Local Council Awards scheme
 - b) Installation of bus shelters
 - c) CCTV
- 20010 To consider date and time of next meeting. Wednesday 11th March 2020 at 5:15pm

A handwritten signature in black ink, appearing to read 'Robert Barker', with a long horizontal line underneath.

Town Clerk

07 February 2020

28 Wilson Grove, Heysham, Morecambe, LA3 2PQ

Tel: 07846 256 006

Email: clerk@carnforthtowncouncil.org



Finance and Governance Committee

Minutes of the Finance & Governance Committee held on Wednesday 8th January 2020

Present: Councillors Gardner (Chair), Bromilow; Grisenthwaite; Jones and Parker

In attendance: Bob Bailey, Town Clerk

19117 **Apologies:** Apologies were received from Cllr Branyan

19118 **Declarations of Interest and Dispensations:** Cllr Jones declared an interest for any discussion relating to Carnforth Carnival Committee and/or Salvation Army.

19119 **Minutes of previous meeting:** It was **RESOLVED** that the Minutes of the previous meeting held on 11th December 2019 be approved.

19120 **Urgent Business:** There were no matters of urgent business

19121 **Public discussion:** No members of the public were present.

19122 **2020/2021 Budget planning:** The Chair presented a draft report of planned expenditure in 2020/21 that had been put together with Cllr Grisenthwaite and the Town Clerk. For completeness and comparison, the report also indicated the approved budget for 2019/20; the actual expenditure as at 31/12/2019 and the expected expenditure as at 31/03/2020.

Members considered each line of the budget, making comments and suggesting amendments as required. This exercise, produced a figure of £95,091 for planned expenditure in 2020/21.

Taking account of expected balances carried forward and allowing for general reserves the precept for 2020/21 was calculated to be £85,000 (£78,198 in 2019/20) which represents an increase of 8% (£0.07p increase on a Band D property).

The Finance & Governance Committee considered that given what has been achieved in 2019/2020 and what is planned in the coming financial year, this represents good value for money, and it was **RESOLVED** that the budget and precept for 2020/21 be considered for approval by the Town Council.

19123 **Payments List:** The Town Clerk presented Members with the Payments List for recommendation to the January meeting of the Town Council. Members noted that following submission of two quotations a payment of £8,709.60 had been requested for the supply and installation of two bus shelters. The payments list also included £500 from the Community Benefit Fund to be awarded to Carnforth Rangers Football Club, following the approval of the Town Council in December. It was **RESOLVED** that the payment list be **recommended** for approval by the Town Council.



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19124 **Amendment to Standing Orders:** Councillor Gardner presented proposed amendments to Standing Orders relating to the appointment of Mayor and Deputy Mayor. It was explained that this change was intended to ensure that from this year onwards the appointed of Mayor and Deputy Mayor would be on a rotational basis rather than seniority. This would ensure that a wider number of Members are given an opportunity to be elected to these positions.

The Town Clerk commented that some months ago he had distributed an 'Order of Mayoralty' on a rotational basis, although it had not generated much discussion at the time.

After comments and observations, it was **RESOLVED** that the proposed amendment and a revised Order of Mayoralty be considered by the Town Council at its meeting in January.

The Town Clerk left the meeting at 6:15pm

A handwritten signature in black ink, appearing to read "Robert B. B. B.", with a long horizontal line extending from the end of the signature.

Town Clerk

10 January 2020

28 Wilson Grove, Heysham, Morecambe, LA3 2PQ

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