



ATTLEBOROUGH TOWN COUNCIL

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GENERAL PURPOSES & FINANCE COMMITTEE

**Minutes of the meeting of the General Purposes & Finance Committee
Held on Monday, 16 May 2016 at 6.00 pm in the Town Hall**

Present:

Cllr A Perkins - presiding
Cllr T Crouch
Cllr A Busk
Cllr G Ellis
Cllr V Dale
Cllr S Taylor
In attendance – Gina Lopes – Clerk to Attleborough Town Council
Anne Willett – Clerk's Assistant
Sarah Watts – Office Assistant
2 x public

01.16) Election of Committee Chairman for the municipal year 2016-2017

On the motion of Cllr Perkins, seconded by Cllr Ellis it was
RESOLVED to elect Cllr Jeremy Burton as the Chairman of the General Purposes and Finance Committee for the municipal year 2016-2017

02.16) Election of Committee Vice-Chairman for the municipal year 2016-2017

On the motion of Cllr Dale, seconded by Cllr Ellis it was
RESOLVED to elect Cllr Perkins as the Vice-Chairman of the General Purposes and Finance Committee for the municipal year 2016-2017

03.16) Apologies for absence

Apologies for absence were received and accepted as follows:

Cllr J Blyth – holiday
Cllr J Burton - holiday

04.16) Declarations of Interest

a) To receive declarations of interest in agenda items – None received
b) To receive and consider dispensations in relation to Disclosable Pecuniary Interests – None received

05.16) Public Participation

RESOLVED to adjourn the meeting to allow the public to speak – no comments received

06.16) Minutes of the meeting held on 24 November 2015

The minutes of the meeting held on 24 November 2015 were noted as previously accepted at full council meeting

07.16) End of year accounts

End of year reports –

The end of year reports were considered and discussed by members and balances noted. The Clerk confirmed that RBS had concluded the year end process and that the internal auditor would attend on 25 May 2016 to carry out the internal audit. The financial reports would be presented at the following full council meeting and the annual return would then be submitted to the external auditor, Mazars, for inspection and approval.

On the motion of Cllr Ellis, seconded by Cllr Crouch, it was

RESOLVED to accept and approve the Income and Expenditure Report and the Balance Sheet for the financial year end 2015/16.

8) Budget for 2016-17

Budget – Noted for information

Members reviewed the budget figures and there was some discussion.

The Clerk was requested to investigate interest rates for members to consider reinvestment of the funds held in the charity account.

The reduced income from the Market was noted and members expressed concern; the Clerk confirmed that Mr Morfey (NP Planning Consultant) had suggested promotion of the Market and office staff were investigating the use of funds from the Market Towns Initiative for this project.

09.16) Scout lease document

Lease – for review

Members considered the Scout lease and after discussion were happy to renew for the same term.

On the motion of Cllr Ellis, seconded by Cllr Dale, it was

RESOLVED to renew the Scout lease with the same terms as before subject to any amendments made by the Solicitor, the Clerk to forward to Carl Heywood for review and then to issue

Cllr Ellis asked members to consider appointing a different Solicitor and the Clerk suggested that it may be prudent to wait until the current leases were finalised for the sake of continuity; this item could be placed on a future agenda for full consideration.

Mrs Willett (Clerk's Assistant) confirmed the current status of all the Council's leases and advised that three were still outstanding as the Solicitor was processing same. Once finalised by the Solicitor these leases would be issued to the tenants for signature

The meeting closed at 6.55pm