



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING RESOURCE & FINANCE COMMITTEE

held on
Wednesday 22nd August 2018
at
The Guildhall, High Street, Newport

PRESENT: Cllrs Ian Perry – Chairman
Lyn Fowler
Tim Nelson
Phil Norton
Peter Scott – ex-officio – Town Mayor

IN ATTENDANCE: Sheila Atkinson – Interim Town Clerk

R&F 19/18-19	There were no apologies for absence
R&F 20/18-19	DECLARATIONS OF INTEREST - none
R&F 21/18-19	MINUTES Members RESOLVED to approve, as a true record the minutes of a meeting held on 30 th May 2018.
R&F 22/18-19	PUBLIC SESSION
	Name: Mr Hobson Subject: Enhancements to Roundabouts Summary: Nominal Ledger Code: 4340 - increase to £7,880 to deliver traffic island floral enhancement set aside in the 2017/18 budget has not been used and there does not appear to be any progress or evidence regarding delivery of £5,000 earmarked for the project, the figure remains in the 5 year forward budget detail.
R&F 23/18-19	Income & Expenditure Report Members noted receipt of and discussed some detail of the latest Income & Expenditure Report. Members acknowledged that a few budgets might need reconsideration later in the year. However, a counterbalance by small under spends in closely related budget is anticipated.
R&F 24/18-19	5-year budget estimates Members noted receipt of the 5-year estimates report and agreed that they would provide individual input to the Clerk and RFO regarding ideas for future expenditure over the course of the next few weeks regarding specific budget lines. Members considered the requirement for a 5-year budget forecast good practice and necessary to support the council's business plan and long-term aspirations.

R&F 25/18-19	<p>VAT partial exemption</p> <p>Members acknowledged receipt of the VAT partial exemption report prepared by RBS software and noted the reference to the charging of VAT on the wedding fee. The Licence for the Guildhall as a wedding venue is also due for renewal in December. Members will discuss the implications and options for fees and charges during the budgeting process, and the VAT element on all wedding fees will be implemented from the 1st September.</p>
R&F 26/18-19	<p>Christmas Light Switch-on Event</p> <p>Members considered the options for mode of transport to facilitate conveyance from the Guildhall to the Buttercross at the switch-on of the Christmas lights. Following discussion, the consensus was that this year the Horse and Carriage, as in former years, should be used. However, for future events longer deliberation, evidence gathering and engagement with the public as to the favoured format for the proceedings needs to be undertaken.</p>
R&F 27/18-19	<p>Town Council Bank Account</p> <p>The Town Council hold accounts with Barclays Bank, with the impending closure of the branch (<i>scheduled for the 14th September</i>) Members RECOMMEND to change accounts to Lloyds Bank as they have a presence on the High Street, which is crucial to the operational business of the council.</p>
R&F 28/18-19	<p>Standing Orders</p> <p>Members noted Legal Topic Note L04-18 relating to 2018 model standing orders, and RECOMMEND the adoption the revised 2018 model standing orders.</p>
R&F 29/18-19	<p>EXCLUSION OF PRESS AND PUBLIC</p>
	<p>Members RESOLVED “that in view of the special nature of the business about to be conducted, (<i>purchase of the Hub building, Insurance premiums and staffing issues</i>) it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw”.</p>

CONFIDENTIAL SESSION

(Note: elements of the discussion and any contractual details are confidential however the nature of decisions made are for public record).

Signed

Dated

R&F 30/18-19	Hub Building
	Members RESOLVED to support the purchase of the Hub building for £1.00 subject of issues relating to fire safety being resolved.
R&F 31/18-19	Insurance Premium Members considered a report and quotations from 3 insurance companies, and RECOMMEND to accept the quotation from WPS Insurance.
R&F 32/18-19	Current Staffing Structure Members received a Verbal report from the Clerk, and RECOMMEND that the Clerk expedite progression to fill the temporary vacancy is as soon as possible.

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Signed

Dated