MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE meeting held at Felixstowe Town Hall on Wednesday 28 October 2015 at 7.30pm

PRESENT: Cllr G Newman (Chairman) Cllr Jan Garfield

Cllr S Bird Cllr D Savage Cllr N Barber Cllr S Wiles

Cllr S Gallant

OFFICERS: Mr A Tadjrishi (Town Clerk)

Mrs D Frost (Finance Administrative Officer)

287. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr C Barham, Cllr S Bloomfield, Cllr M Deacon and Cllr K Williams.

288. <u>DECLARATIONS OF INTEREST</u>

| Member(s) | Minute No. | Nature of Interest |
|--|------------|---|
| Cllr S Bird Cllr S Gallant Cllr D Savage | All | Local Non-Pecuniary (as Members of Suffolk Coastal District Council) |
| Cllr G Newman Cllr N Barber | All | Local Non-Pecuniary (as Members of Suffolk County Council) |

289. REQUESTS FOR DISPENSATION

There were none.

290. CONFIRMATION OF MINUTES

It was RESOLVED that:

The Minutes of the Finance & General Purposes Committee Meeting held on 23 September 2015 be signed by the Chairman as a true record.

291. ACCOUNTS FOR SEPTEMBER 2015

Committee considered a detailed report showing income and expenditure against budget to 30 September 2015.

A full list of material variances was provided and Members discussed a number of matters relating to income and expenditure.

RESOLVED that the Accounts to 30 September 2015 be received and noted as presented with no other action required at this time.

292. <u>INTERNAL AUDIT – QUARTER TWO REPORT</u>

Committee considered the Internal Audit report for the period ending 30 September 2015 and recommendations contained in the report:

RESOLVED that:

- i. The report of the Internal Auditor be noted;
- ii. Recommendations 1,2 and 4 be brought to Committee for consideration in due course;
- iii. Recommendation 3 be brought to Council at the next Annual Meeting; and,
- iv. No further action was necessary for recommendation 5 and the Clerk's action to relocate staff payroll records with the secure personnel files be approved.

293. CYCLING ON THE PROM

Committee considered the report on the matter of cycling on the prom.

Members agreed that the byelaw, where it prohibits to the riding of bicycles, should be reassessed as it was not likely to be enforced by District Council officers and instead created local confusion and concern.

However, Members did not consider that a dedicated cycle lane would provide an appropriate solution, believing that the siting of a cycle lane would be problematic and could cause conflict with other uses of prom.

Members agreed that safe and considerate cycling on the prom should be supported where possible and that anyone using a bicycle on the prom would be expected to cycle in a manner appropriate to the conditions.

Noting that the byelaw is only enforceable where Suffolk Coastal District Council have displayed notices in conspicuous positions along the promenade stating that the riding of bicycles is prohibited, Members suggested that the removal of these notices would effectively nullify the byelaw.

Committee RESOLVED that the following recommendation be made to Council:

Felixstowe Town Council requests Suffolk Coastal District Council to consider the removal of notices prohibiting cycling on Felixstowe prom for a period of no less than 12 months; and, pending an assessment of the success of this initiative, consider permitting and promoting safe and considerate cycling on the prom on a permanent basis.

294. **BUDGET 2016/17 (FIRST DRAFT)**

Committee considered the tabled paper showing a first draft full budget, including earmarked reserves requirements, for 2016/17. Members also considered comparisons against the current-year budget, actual expenditure and projected outturn for the full year 2015/16.

The Clerk advised that Suffolk Coastal District Council had confirmed Felixstowe Town Council's tax base for 2016/17 to be 7,978.43. 2016/17 would also be the final year for the Local Council Tax Scheme grant to be received. The amount due in 2016/17 being confirmed by Suffolk Coastal District Council at £19,363.90.

It was noted that the draft budget proposals for 2016/17 would require a precept of £537,347. Using the confirmed tax base this would equate to £67.35 per Council Tax Band D equivalent ratepayer. It was noted that the Band D equivalent in in 201/16 and 2014/15 had also been £67.35.

On the basis that the budget estimates 2016/17 would result in a 0% change/nil tax increase to local residents, Committee recommended that the budget be referred to Council for approval. Members recorded a vote of thanks to the Town Clerk and Finance Officer for their work on the budget estimates and presentation.

RESOLVED that the first draft Budget 2016/17 proposals be presented to Council for approval.

295. CLOSURE

| The meeting | was | closed | at | 8.25pm. | The | next | meeting | was | noted | as | being |
|--------------|--------|--------|------|-----------|-------|------|---------|-----|-------|----|-------|
| scheduled fo | r 25 N | lovemb | er 2 | 2015 at 7 | .30pi | n. | | | | | |

| Date: | Chairman: | |
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