



## TO ALL MEMBERS OF THE FINANCE SUB-COMMITTEE

Cllr C Slemmings (Chairman)	Cllr Jan Garfield	Cllr A Smith
Cllr K Williams (Vice Chairman)	Cllr D Savage (Deputy Mayor)	Cllr M Stokell
Cllr N Barber	Cllr M Sharman	Cllr M Walker

You are hereby summoned to attend a meeting of the **FINANCE SUB-COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 26 November 2014** at **4.30pm** for the transaction of the following business:

### A G E N D A

- 1. Apologies**  
To receive apologies for absence.
- 2. Declarations of Interest**  
*Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.*
- 3. To Consider and Dispensations for Councillors with a Pecuniary Interest**  
*Any Councillor with a pecuniary interest on an item on this agenda who wishes to be granted a dispensation to remain, speak and/or vote at consideration of that item, should apply for a dispensation in writing to the proper officer of the Town Council as soon as possible before the meeting. Applications may also be considered at the meeting itself.*
- 4. Minutes of the Previous Meeting**  
To confirm the minutes of the meeting held on 22 October 2014 as a true record.  
**(Pages 2-3)**
- 5. Draft Budget and Estimate 2015/16**  
To consider a first draft budget and estimates for 2015/16.  
**(Pages 4 & Appendix A - Outturn Projection 2014/15)**
- 6. Closure**

**Ash Tadjrishi**  
**Town Clerk**  
**20 November 2014**

For information (via email): All Town Councillors.



### **323. QUARTER TWO ACCOUNTS TO 30 SEPTEMBER 2014**

Members reviewed Quarter Two Accounts for the period 1 April – 30 September 2014 as presented in the report. It was noted that all material variances – such expenditure in excess of £500 or 10% of budget – for the period were explained in the report. As per the recommendations presented, it was noted that the Clerk would review budget provisions as part of the 2015/16 budget setting process.

**It was RESOLVED that:**

- i. The Quarter Two Accounts to 30 September 2014 be received and noted as presented;**
- ii. It be recommended to Finance & General Purposes Committee that a virement of £1,200 from 301/4320 'Hire of Vehicles' to 301/4185 'Skip Hire' be approved; and, and,**
- iii. The Clerk to bring forward a proposed revised Chart of Accounts to Finance & General Purposes Committee prior to drafting budget estimates for the following financial year 2015-16.**

### **324. CLOSURE**

The meeting was closed at 5pm. The next meeting was scheduled for 26 November 2014 at 4.30pm.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_

## **AGENDA ITEM 5: DRAFT BUDGET AND ESTIMATE 2015/16**

Committee is to consider draft budget estimates for the Financial Year 2015/16 and to make any recommendations to the 21 January 2015 Finance & General Purposes Committee meeting for onward referral to Council on 5 February 2015.

To assist Members with this process an outline of current-year expenditure and projected outturn for the full year to 31 March 2014 is provided against the 2014/15 budget attached at Appendix A.

A new Chart of Accounts was approved by Finance & General Purposes Committee at its meeting of 19 November 2014.

The information provided in Appendix A will be incorporated in to this new Chart of Accounts alongside initial draft estimates for 2015/16 for comparison and discussion purposes. This is to follow.

**Committee is requested to consider draft budget estimates for the Financial Year 2015/16 and make any recommendations to Finance & General Purposes Committee as it considers necessary.**