

PORTLAND TOWN COUNCIL
FINANCE COMMITTEE
MINUTES OF THE MEETING
HELD IN THE COUNCIL OFFICES
ON WEDNESDAY, 13TH DECEMBER 2017

PRESENT: Councillors Susan Cocking (Chairman), Jim Draper and Charlie Flack

IN ATTENDANCE: Ian Looker (Town Clerk) and two members of the public.

100 – APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Jo Atwell and Ray Nowak.

101 – DECLARATIONS OF INTEREST

There were none.

102 – ORDER OF BUSINESS

From the chair Cllr. Cocking said she would take Agenda Item 7 – Assistant Clerk after Agenda Item 13 – Exclusion of Press & Public.

103 – MINUTES OF THE MEETING HELD ON 1ST NOVEMBER 2017

The minutes were formally agreed and signed as a correct record.

104 – MINUTE UPDATE AND MATTERS ARISING

Minute 91 – Civic Regalia Insurance

Cllr. Flack said he would take the regalia for valuation early in the New Year.

105 – PUBLIC PARTICIPATION

Paul Snow commended the Committee for its restraint in keeping the proposed precept to £80,374. Cllr. Flack noted that the change to a unitary authority for rural Dorset should lead to a harmonisation of Council tax across the area, which would tend to favour residents of the Borough.

Mr Andy Matthews offered advice on the budget figures for the Neighbourhood Plan and Lottery-Funded Events. He also spoke with reference to Agenda Item 12 – Legal Assistance Regarding Reorganisation. He would be making a submission to the consultation on reorganisation on behalf of Portland Community Partnership, commenting on the County and Borough's treatment of the Town Council both now and in the past. He would let members see a draft of his letter before sending it.

106 – OUTSTANDING INVOICES

a) SSE

The Clerk reported that SSE would now be disconnecting the check meter on 15th January. He also mentioned an issue regarding the power supply in the front office, which was being investigated by Turrell.

b) West Dorset District Council

The Chairman said she would discuss this after exclusion of the press and public.

107 – PAYMENTS FOR AUTHORISATION

It was proposed by Cllr. Cocking and **RECOMMENDED** – that the invoice for framing tapestries be paid from 900 Years account funds when feasible.

The Clerk drew attention to reimbursement claims from Councillors for goods received without providing associated VAT invoices.

RESOLVED – that the schedule of payments be approved, less those to West Dorset District Council and Cllr. Lees, plus a second payment of £44.00 for staff relocation, (cheque refs. 300144 - 300147) in the sum of £12,533.14 including VAT.

108 – 2017/18 FINANCIAL REPORT TO 30TH NOVEMBER 2017

RESOLVED – that the report be accepted with amendments to the figures for Lottery-Funded Events and the Neighbourhood Plan.

109 – SMALL CLAIM

It was proposed by Cllr. Draper and **RECOMMENDED** – that the small claim be reviewed on the first anniversary of the 15th November Town Council meeting.

110 – BUDGET AND PRECEPT, 2018/19

RECOMMENDED – that a sum of £700 be added to the Council Offices budget for office cleaning, the same amount to be added to the Precept figure.

111 – LEGAL ASSISTANCE REGARDING REORGANISATION

RECOMMENDED – that the item be passed to the next Town Council meeting for consideration. It was also proposed that Mr Matthews' comments to the reorganisation consultation also be forwarded.

The Clerk undertook to discuss the issues involved with fellow clerks at their next joint meeting.

Cllr. Cocking proposed and it was **RECOMMENDED** – that the Council put an article in the Free Portland News regarding reorganisation and the division of Borough assets.

112 – EXCLUSION OF PRESS AND PUBLIC

RESOLVED – that pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Items 6(b) West Dorset District Council and Agenda Item 7 – Assistant Clerk.

113 – OUTSTANDING INVOICES

114 – ASSISTANT CLERK

She said that she would be standing down as Chairman of the Committee with immediate effect, while remaining a member.

115 – DATE OF NEXT MEETING

The next meeting of the Committee will be held at the Council Offices on Wednesday, 10th January 2018, starting at 10.30 am.

The meeting ended at 11.40 am.

Signed Dated
(Chair)