

## FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the meeting of the Finance and General Purposes Committee held at 6.30pm on Thursday, 7<sup>th</sup> December 2006 at The Institute. Councillors Chambers (Chair), Blessett, Pelling, Shinkins and Stevens and the clerk Mrs Sheila Kostyrka attended. Cllr Stevens arrived at 6.50pm. Cllrs Shinkins and Stevens left during item 6 at 7.05pm.

**30 APOLOGIES FOR ABSENCE** – Cllr Augar (Work) Cllr Stevens send apologies for arriving late due to the early start of the meeting.

**31 DECLARATIONS OF INTEREST** – None.

**32 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 19<sup>th</sup> October 2006, having been previously circulated, were approved as a true and correct record and signed by the Chairman.

**33 TO RECEIVE A REPORT ON THE FREEDOM OF INFORMATION SEMINAR AND MAKE RECOMMENDATIONS TO COUNCIL**

The Clerk gave a short report on the recent Freedom of information Seminar she had attended given by a representative from the Information Commissioners Office. It was confirmed that the Act was under review, and the findings would be published in two years time. It was however considered that a charging policy for the Clerk's time was going against the general principal of making information available. Whilst it is also a requirement to deal with written requests for information within 20 days, it was also considered that this should be done as soon as possible within this timescale. The Committee reviewed the Freedom of Information Act Publication Scheme and it was **recommended** to Council that the policy remain unchanged and will be reviewed again at the end of 2008 or when the review document becomes available. The Document is attached at **Appendix 1** to this report.

**34 TO REPORT ON THE CURRENT FINANCIAL SITUATION**

The Bank Reconciliations were checked by the Committee against the Bank Statements and the figures were agreed and initialled.

**35 TO CONSIDER THE PRECEPT FOR 2007/8 AND MAKE RECOMMENDATIONS TO COUNCIL**

Disappointment was expressed by Cllr Stevens regarding monies not being in the budget for the purchase of land. Cllr Chambers confirmed the procedure for putting items into the budget. It was also confirmed that this process had been an Agenda Item for the November meeting. (Min 85/6) Cllr Stevens left the meeting at this point. Cllr Shinkins said that she felt very strongly that we should have a contingency budget. It was confirmed that if Councillors are unable to attend meetings, they can always put their requests in writing. Cllr Shinkins then left the meeting.

As the Chairman and Vice Chairman are serving members of the Finance Committee (S/O 37d) the Clerk confirmed that the meeting could continue as a quorum was present.

In accordance with the Council's Standing Orders and Financial Regulations the Committee reviewed the budget for the current year in order to produce a budget for 2007/08.

The Finance Committee reviewed the data Attached at **Appendix 2** to this report to ensure that it was realistic, accurate and consistent with Council activities. It also ensured that the budget requests of each committee have been considered together with any requests brought forward.

**It was proposed by Cllr Chambers, seconded by Cllr Blessett and unanimously agreed to recommend to the Council that it, as a separate agenda item, approves working budgets for 2007/08 and resolves to set a precept of £79,310.00 accordingly.**

It was proposed by Cllr Chambers, seconded by Cllr Blessett and **recommended** to the Council that 3 year budget setting prediction is considered in line with SKDC, and to identify forthcoming projects.

It was proposed by Cllr Pelling, seconded by Cllr Blessett and **recommended** to the Council that a commitment is made to obtain sponsorship monies, and this was referred as a separate Agenda item for discussion at a future Council meeting.

**36 TO CONSIDER STAFF MATTERS**

The Clerk reported that she had now taken 17 days holiday, with 6 days outstanding. She still had 34 extra hours owing. The Maintenance Operative had now worked a total of 995 hours, with 149 hours remaining over the next four months. Sixty five hours holiday is also outstanding. Mileage expenditure is down by 200 miles compared to the same quarter last year.

**37 DATE OF NEXT MEETING**

Thursday 8<sup>th</sup> March 2007 at 7.00pm in the Clerk's Office.

The meeting finished at 7.50pm