



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee

Held on Monday 9th December 2019 at 7:40pm at the Memorial Hall Newmarket

Attendance:

Councillor A Drummond (Chairman)

Councillor S Ceasar (non-voting)

Councillor J De'Ath

Councillor R Hood

Councillor T Kerby

Also Present: Deborah Sarson – Acting TCM and Cathy Whitaker – RFO Julie Ashton – Minute Assistant

Minute		Action by
F/19/12/1	<u>CHAIRMAN TO READ THE FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and advised that the Fire Safety Notice was not required and confirmed that proceedings may be filmed or recorded.	
F/19/12/2	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr Lay.	
F/19/12/3	<u>DECLARATION OF MEMBER'S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBERS DISPENSATION</u> None noted.	
F/19/12/4	<u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18TH NOVEMBER 2019 AND ANY MATTERS ARISING</u> Members received the minutes of the Finance & Policy Committee meeting held on 18th November 2019 and the following was agreed: <u>F/19/12/4.01 Resolved</u> That the minutes of the Finance & Policy Committee meeting held on 18th November 2019 be adopted and signed as a true record by the Chairman of the Finance & Policy Committee. There were no matters arising.	
F/19/12/5	<u>PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS TO BE BROUGHT TO THEIR ATTENTION</u> None noted.	
F/19/12/6	<u>SUBMISSION OF SCHEDULES OF PAYMENTS FOR INFORMATION</u>	

CB1, CB2 AND CB4 FOR (NOVEMBER 2019)

Members reviewed CB1, CB2 and CB4 and the following was agreed:

F/19/12/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/11/2019 – 30/11/2019 (Cash Book 1 and 2) be received and adopted.

F/19/12/7 TO CONFIRM THE BANK STATEMENT BALANCES & RELATED BANK RECONCILIATION HAVE BEEN SIGNED BY THE CHAIRMAN OF F&P COMMITTEE

The Chairman of the Finance & Policy Committee confirmed that the bank reconciliations relating to the end of 30/11/2019 (month 8) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks had been countersigned by the Chairman of the F&P Committee.

F/19/12/8 TO RECEIVE THE INCOME AND EXPENDITURE FOR NOVEMBER 2019.

The Income and Expenditure reports for November 2019 were received and noted.

F/19/12/9 TO APPROVE THE 20/21 BUDGET FOR THE F&P COMMITTEE

RFO presented the 20/21 budget and the following was agreed:

F/19/12/9.01 Recommendation

That the 20/21 budget for the F&P Committee be received and adopted.

F/19/12/10 TO RECEIVE A COMPARISON REPORT ON THE PRECEPT

The Acting TCM presented the comparison report on the precept and the Committee welcomed the information. This would be added to the pack for full Council.

F/19/12/11 TO RECEIVE THE MONTHLY PCSO REPORT

The monthly PCSO report was not yet available and would be presented at the next full Council meeting.

F/19/12/12 HEALTH AND SAFETY MONTHLY REVIEW

The Health and Safety Monthly report was not available and would be presented at the next full Council meeting.

F/19/12/13 CORRESPONDENCE

None noted.

F/19/12/14 DATE OF NEXT MEETING

Monday 20th January 2020 at the Memorial Hall, High Street, Newmarket.

F/19/12/15 ITEMS FOR THE NEXT AGENDA

- PCSO Terms of Reference

Meeting closed at 8.15pm

Signed: By Chairman

Date: 20/01/2019