



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee

Held on Monday 18th November 2019 at 7:27pm at the Memorial Hall Newmarket

Attendance:

Councillor A Drummond (Chairman)
Councillor S Ceasar

Councillor T Kerby
Councillor J Lay

Also Present: Cathy Whitaker – RFO, Julie Ashton – Minute Assistant, Cllr O'Neill and 3 Members of the Public.

	Minute	Action by
F/19/11/1	<u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and read out the Fire Safety Notice and confirmed that proceedings may be filmed or recorded.	
F/19/11/2	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs De'Ath and Hood.	
F/19/11/3	<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/19/11/4	<u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21ST OCTOBER 2019 AND ANY MATTERS ARISING</u> Members received the minutes of the Finance & Policy Committee meeting held on 21st October 2019 and the following was agreed: <u>F/19/11/4.01 Resolved</u> That the minutes of the Finance & Policy Committee meeting held on 21st October 2019 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee. There were no matters arising.	
F/19/11/5	<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> Cllr O'Neill spoke to item 10 and proposed that the Vice Chairmen who had resigned should be replaced at the soonest opportunity. RFO advised that this item had been added to the agenda in error and would be	

placed on the next Full Council agenda.

**F/19/11/6 SUBMISSION OF SCHEDULES OF PAYMENTS FOR INFORMATION
CB1, CB2 AND CB4 FOR (SEPTEMBER 2019)**

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

F/19/11/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/10/2019 – 31/10/2019 (Cash Book 1 and 2) be received and adopted.

**F/19/11/7 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 31/10/2019 (month 7) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks had been countersigned by the Chairman of the F&P Committee.

**F/19/11/8 TO RECEIVE THE INCOME AND EXPENDITURE FOR SEPTEMBER
2019.**

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

F/19/11/9 TO CONSIDER THE 20/21 DRAFT BUDGET FOR THIS COMMITTEE

RFO presented the draft budget and advised that further amendments would be made to 4056 – Legal Expenses and 1176 – Precept. The draft budget would be brought back to the Committee when the amendments have been made.

F/19/11/10 TO REVIEW THE COMMITTEE TERMS OF REFERENCE

This item had been added to the agenda in error and would be placed on the next Full Council agenda.

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

The monthly PCSO report was received and noted. The Committee felt that the report lacked evidence of any outcomes to justify value for money and the following was agreed:

F/19/11/11.01 Resolved

That the Terms of Reference for the PCSO be renegotiated with Suffolk Constabulary to ensure that more time is spent in areas of Newmarket that require more control.

F/19/11/12 HEALTH AND SAFETY MONTHLY REVIEW

The report was not available and would be added to the next Full Council agenda.

F/19/11/13 CORRESPONDENCE

Relate – Small Support Grant – the report on the case for support was considered and RFO was asked to invite them to a Full Council meeting.

F/19/11/14 DATE OF NEXT MEETING

Monday 9th December 2019 at the Memorial Hall, High Street, Newmarket.

F/19/11/15 ITEMS FOR THE NEXT AGENDA

- PCSO Terms of Reference

Meeting closed at 7:52pm

Signed: By Chairman

Date: 09/12/2019