

LEOMINSTER TOWN COUNCIL

BUDGET DEVELOPMENT TASK & FINISH GROUP

Minutes of the Budget Development Task & Finish Group meeting held on Wednesday 14th November 2018 commencing at 14:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Marsh (Chair), Mr P Davies, Murdoch and Rumsey.

OFFICERS PRESENT: Town Clerk

BTF19/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Sutcliffe and Williams.

BTF20/18 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

BTF21/18 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

BTF22/18 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

BTF23/18 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Budget Development Task & Finish Group meeting held on 19th October 2018 be agreed and signed as a correct record.

BTF24/18 2019/20 BUDGET

The Task & Finish Group reviewed the draft 2019/20 Budget. Members discussed the budget report in detail and, following discussion, the following **RECOMMENDATIONS** were proposed:

- That the £10,000 allocated under cost centre 260:4027 (Capital Projects/Equipment) be removed as funding had been allocated from the Public Works Loan Board loan to meet these costs;
- That the revised expenditure of £595,972, and revised income of £83,750 be submitted to Full Council for consideration at its meeting on 26th November 2018 alongside the revised 2019/20 budget;
- That a recommendation be submitted to Full Council that a precept of £512,222 be requested from Herefordshire Council for the 2019/20 financial year;
- That the recommended precept would result in a Band D charge of approximately £140.42, which would be an increase of approximately 4.5%, subject to receipt of the final Tax Base figure from Herefordshire Council.

BTF25/18 CORPORATE PLAN

The Task & Finish Group reviewed the draft Corporate Plan. Members discussed the Plan in detail and, following discussion, the following revision **RECOMMENDATIONS** were proposed:

- The new Councillor email addresses be included;
- Additional visual information be included under Section 4;
- Savings required to be made by Herefordshire Council be included under Section 4;
- The Town Council's vision and mission statement be amended as agreed;
- The Test of Competency be amended as agreed and a reference be included regarding regular monitoring and financial health checks;
- Under Functions and Activities, a reference to signposting undertaken by the Town Council be included;
- The amendments agreed to the various targets be undertaken including an additional target to maintain and support the Tourist Information Centre;
- That the revised Plan be submitted to Council for adoption at its meeting on 26th November 2018.

BTF26/18 MEDIUM TERM FINANCIAL PLAN (MTFP)

The Task & Finish Group reviewed the draft MTFP. Following discussion it was **RECOMMENDED** that the MTFP be updated with the revised budget and other financial details, and submitted to Council for adoption at its meeting on 26th November 2018.

BTF27/18 DATES OF THE NEXT MEETING

The next meeting of the Budget Development Task & Finish Group would be held on Friday 18th January from 1:30pm to 3:00pm at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

The next meeting would consider the review of the agreement with Leominster Museum.

There being no other business the meeting closed at 3:00pm.

CHAIR:

DATE: