

PORTLAND TOWN COUNCIL

FINANCE & PROJECTS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 15TH DECEMBER 2010

PRESENT: Councillors R. Denton-White (Chair), Mrs J. Collinge, M. Gosling, R. Hughes, D. Thurston and Mrs S. West.

IN ATTENDANCE: Ian Looker (Town Clerk).

1034 – APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. L. Ames, Mrs S. Bradley, G. Duncan, Mrs Elspie Munro-Price and Ian Munro-Price. The meeting was not quorate and therefore could only take decisions on an advisory basis.

1035 – DECLARATIONS OF INTEREST

There were none.

1036 – MINUTES OF THE MEETING HELD ON 20TH OCTOBER 2010

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

1037 – MINUTE UPDATE AND MATTERS ARISING

Minute 1029 – Portland Flag

Cllr. West said she had found a lot of interest in acquiring replicas of the flag and expressed the hope that the Council could benefit from this.

It was proposed by Cllr. Thurston, seconded by Cllr. West and **RECOMMENDED** – that the Clerk obtain a sample list of prices and place a suitable advertisement in the Free Portland News.

1038 – FINANCIAL MATTERS

a) Payments for Authorisation

The Clerk reported on the latest developments arising from BT wrongly invoicing Council telephone charges. Cllr. Hughes offered to investigate alternative telephone suppliers.

It was proposed by Cllr. West, seconded by Cllr. Thurston and **RECOMMENDED** – that the schedule of invoices (cheque refs. 2482 - 2495) in the sum of £2,572.81 including VAT be authorised for payment.

b) 2010/11 Financial Report to 29th November 2010

It was proposed by Cllr. West, seconded by Cllr. Gosling and **RECOMMENDED** – that the report be accepted.

1039 – COUNCIL BUDGET, 2011/12

Members debated the level of provision to be made for budget expenditure headings. The Clerk withdrew while the salaries budget was discussed. Cllr. Thurston reported on the recent meeting of the Lengthsman Working Group and requested that no budget recommendation be made in respect of the lengthsman until the Council had received and considered a response from the Borough regarding a refund of Council Tax.

RECOMMENDED – that the Council's budget provision for expenditure be as follows:-

Salaries	28,000	Postage	1,000
Advertising	415	Publications	134
Audit	730	Stationery	645
Bank Charges	0	Subscriptions	1,291
Civic Expenditure	1,800	Telephone	800
Computer Equipment	674	Training/Conferences	300
Computer Software	27	Travelling & Subsistence	100
IT Support	300		
Contingency	1,000	Gifts & Donations	200
Elections	2,000	Grants	1,500
		Lengthsman	-
Fair Expenses	80	Projects	2,000
Furniture & Equipment	500	Town Crier	50
Honorarium	100		
Insurance	1,600	Website	526
Mayoral Allowance	1,100 (Mayor 700, Deputy Mayor 400)		

Total Expenditure (excluding Lengthsman) £46,872

In considering salaries it was further **RECOMMENDED** – that the working hours for the Clerk be increased to twenty per week and for the Assistant Clerk to eight per week pro rata.

Members then went on to consider the income budget headings for the forthcoming year.

RECOMMENDED – that the Council's budget provision for income be as follows:-

Precept	39,848
Fair	6,708
Lengthsman	-
Interest	316
Other	0

Total Income (excluding Lengthsman) £46,872

The projected precept figure represents a rise in 18.5% on the 2010/11 amount of £33,616.

1040 – WEST WEARES PLAY AREA

Members considered a request from the Borough Council for a contribution to the replacement of a metal slide at the play area.

It was proposed by Cllr. Thurston, seconded by Cllr. West and **RECOMMENDED** – that under current financial constraints the Council should not make a contribution.

1041 – COUNCIL GRANTS, 2010/11

It was proposed by Cllr. West, seconded by Cllr. Collinge and **RECOMMENDED** – that the Council write a final request for audited accounts to Boscawen Lifesaving & Rescue Club, to be returned by 19th January 2011.

1042 – STONE BENCHES IN UNDERHILL

In the absence of Cllr. Paisley the item was deferred.

1043 – 2012 MEDALLIONS

In the absence of Cllr. Elspie Munro-Price the item was deferred.

1044 – ADMINISTRATIVE ACCOMMODATION

In the absence of a written report from the Borough’s Environmental Health unit the item was deferred.

1045 – PROJECTS AND OTHER ISSUES (by exception)

a) Council Website

b) (iii) Youth Council

In the absence of Cllrs. Ian and Elspie Munro-Price these items were also deferred.

1046 – DATE OF NEXT MEETING

The Chair advised members that the next meeting of the Committee would take place on Wednesday, 16th February 2011, commencing at 7.00 pm.

The meeting ended at 9.05 pm.

Signed Dated
(Chair)