

**DRAFT Minutes of the Finance and Strategic Planning Committee Meeting held on Thursday
14th March 2019 in The Cell, The Old Court House, Bridge Street at 7.00pm**

1. Apologies:

Cllr S Bennell

Present:

Cllr L Clouting, Cllr P Collins, Cllr C Eastwood, Cllr S Garrett, Cllr G Kitching and Cllr J Jones (Chair)

In attendance:

Mrs E Coe (Town Clerk/RFO)

2. Declarations of Interest:

None.

3. Minutes of previous meeting:

3114319 Cllr Jones proposed approval of the minutes of the meeting held on Thursday 14th February, (previously circulated in draft form) as an accurate record, which was seconded by Cllr Eastwood and with two abstentions due to absence all were in favour.

Cllr Jones then signed the minutes.

4. Public Comment:

None present.

5. Financial Matters:

Alpha Finance Report of Income and Expenditure to date:

The Town Clerk/RFO provided the Alpha Report of Income and Expenditure to date which was considered in detail, noted, and a copy attached to the file copy of these minutes.

The Town Clerk would publish a copy of the Summary Income and Expenditure Report to date on the www.framlingham.com website, which was noted and agreed.

Bank balances and bank reconciliations to date:

The Town Clerk/RFO provided an HSBC printed copy of the bank balances to date, which was noted and a copy attached to the file copy of these minutes.

The Town Clerk/RFO provided details of all the bank reconciliations to date, and it was noted that all the reconciliations were completed and up to date. The Town Clerk/RFO advised that all financial documents were available to Councillors to view during Office hours.

Annual Review of Asset and Depreciation Register:

Write offs were agreed and new assets identified. The Town Clerk/RFO would update the Register accordingly.

Review of Ear Marked Reserves:

Deferred to next meeting.

6. Action Plans 2018/2019:

The Town Clerk/RFO was requested to list the local CIL projects identified so far in the Action Plan for consideration at the next meeting.

7. Correspondence:

1/3 St Michael's PCC

Letter regarding local CIL funding. A response requesting further information was agreed.

8. St Michael's Rooms Working Group:

It was agreed to provide a full report to the next Full Council meeting on 4th April.

9. Matters of report or items for next agenda:

Future of Town Council Office

10. Date of next meeting:

Thursday 11th April 2019 at 7.00pm

Meeting closed at 19.43