

**Minutes of the Finance and Strategic Planning Committee Meeting held on Thursday 13th
December 2018 in The Cell, The Old Court House, Bridge Street at 7.00pm**

1. Apologies:

None, all present.

Present:

Cllr S Bennell, 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:

31131218 Cllr Jones proposed approval of the minutes of the meeting held on Thursday 8th November, (previously circulated in draft form) as an accurate record, which was seconded by Cllr Kitching and with two abstentions due to absence all were in favour.

The Chairman then signed the minutes.

4. Public Comment:

None.

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.

CIL investment:

To be discussed further at next meeting when the current investments mature.

Budget 2019/2020

The final budget figures were considered and it was agreed to recommend approval of the budget and precept requirement for 2019/2020 to Full Council on 3rd January.

6. Action Plans 2018/2019:

No business.

7. St Michael's Rooms Working Group:

Cllr Kitching reported that discussions were ongoing with the PCC relating to the legal advice received regarding the valuation of the lease.

8. Correspondence:

1/12 FAYAP

Thank you letter for the recent grant. Noted.

2/12 East Suffolk Council

Precept 2019/2020. Noted

3/12 Suffolk Coastal & Waveney District Councils

Response from Conor Crowther regarding query relating to a potential review of the Regulation 123 List advising that if it is considered that changes are required then a public consultation process will be undertaken and the Town Council would have an opportunity to comment on any proposed changes.

It was agreed for the Town Clerk to respond stating that the original question on how to include parking on the Regulation 123 list, had not been answered.

Draft version of a deed relating to the CIL funding awarded for 2018/19 and requesting feedback.
Noted.

Also, requesting as a starting point sight if a business case for the St Michael's Rooms project.
Noted.

To exclude the press and public for the next item by virtue of the Public Bodies (Admissions to Meetings) Act 1960 s1 (2) because of the confidential nature of the business to be transacted
None present.

9. Employment Matters:

The annual review of staff contracts and salary was carried out along with an evaluation carried out by LCPAS. Further details would be discussed at the next meeting with a view to making a recommendation to Full Council for approval in February.

10. Matters of report or items for next agenda:

The Town Clerk reported that the agreed nomination for The Old Court House to be listed as an Asset of Community value had been submitted on 10th December.

11. Date of next meeting:

Thursday 10th January 2019 at 7.00pm

Meeting closed at 20.01