



Rugeley Town Council

Minutes of the Finance and Management Committee held at the Rugeley Town Council Offices,
Taylor's Lane, Rugeley, at 7.30pm Wednesday 17 October 2018.

COUNCILLORS: P. Ansell A. Cooney
R. Dipple D. Gaye
G. Grant D. Lucas
C. Panter-Hood N. Stanley (Chair)

ALSO PRESENT: H Goodreid – Town Clerk
1 member of the public

Min No	Item	Action
73 73.1	Apologies Apologies had been received from Cllr I Hodgson.	
74 74.1	Declarations of Interest None were declared.	
75 75.1	Minutes and matters arising It was proposed that the minutes of the meeting held 17 October 2018 be accepted and signed. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i> The minutes were accepted as a true and correct record. Thanks were given to Cllr Dipple for the donation of the Chairs Allowance towards the purchasing of the benches in town.	
75.2	All matters arising had been dealt with.	
76 76.1	Payments It was proposed that all payments recorded to 21 st November 2018 and on the creditors list be approved. <i>Proposed: Cllr Dipple; Seconded: Cllr Panter-Hood.</i> The payments were approved and signed and are attached to the minutes.	
77 77.1	Income and Expenditure There was discussion around the figures for Rates for both the Town Council and Rose Theatre. Town Clerk to clarify figures with Assistant Town Clerk as soon as possible.	Town Clerk and ATC to clarify issue re rates.
77.2	Town Clerk to contact Internal Auditor to clarify virement of Chairs allowance to pay for benches. It was noted that this was an extra-ordinary donation and did not set a precedent for future Chairs allowances.	
77.3	It was proposed that the income and expenditure sheets for	

77.4	<p>Month 7 be approved but clarification was sought on the matter of Rates. <i>Proposed: Cllr Stanley; Seconded: Cllr Cooney</i> It was agreed that the Income and Expenditure sheets be agreed.</p> <p>ADDITION TO THE MINUTES</p> <p>Following queries raised regarding the Rates figures for Rugeley Town Council and Rose Theatre, it has now been determined that the following amounts are the correct figures:</p> <table border="1" data-bbox="323 580 1219 663"> <thead> <tr> <th></th> <th>Month 7 figure</th> <th>Forecast Year-end figure</th> </tr> </thead> <tbody> <tr> <td>Rates (Town Council)</td> <td>£1,932</td> <td>£2,760</td> </tr> <tr> <td>Rates (Rose Theatre)</td> <td>£5,796</td> <td>£8,280</td> </tr> </tbody> </table>		Month 7 figure	Forecast Year-end figure	Rates (Town Council)	£1,932	£2,760	Rates (Rose Theatre)	£5,796	£8,280	
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<p>78 78.1</p> <p>78.2</p>	<p>Budget Discussions for 2019/2020</p> <p>Cllrs considered the overall spreadsheet identifying operating costs, discretionary costs and income projected for 2018/2019 financial year and the three subsequent financial years. Questions were raised concerning:</p> <ul style="list-style-type: none"> • Need to include £1,000 for 2019/2020 for Neighbourhood Plan in order that the new council could decide on the way forward. • Needed to bear in mind that SCC and CCDC would be looking to negotiate to pass some services down to the town council over coming years and reserves could be required to cover this additional expenditure. • Cllrs keen to see no increase in the precept. • The tax base figures had been received from CCDC and this showed an increase from 5221.30 to 5262.51. <p>It was proposed that the precept to be recommended to full council reflect a zero increase on the resultant Band D tax. This would result in a Precept of £303,542, as a result of the tax base having grown, the amount requested per household would remain the same. <i>Proposed: Cllr Dipple; Seconded: Cllr Ansell</i> It was agreed that a recommendation be made to full council that the precept for 2019/20 be £303,542 in order to maintain householder's bills at the present level.</p>										
79 79.1	<p>79 Exclusion of the Public</p> <p>The public were asked to leave because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.</p>										
80 80.1 80.2 80.3	<p>80 Staffing Matters</p> <p>80.1 Staff sick leave was noted. 80.2 No accidents had occurred. 80.3 There were no staff issues to be discussed.</p>										
81 81.1	<p>81 Date of Next Meeting</p> <p>81.1 The date of the next meeting is Wednesday 19th December 2018 at 7.30pm.</p>										

There being no further matters the meeting concluded at 8:37pm

Signed:

Date: