

MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE meeting held at Felixstowe Town Hall on Wednesday 26 July 2017 at 7.30pm

PRESENT: Cllr G Newman (Chairman) Cllr Jan Garfield
Cllr S Bird (Vice-Chairman) Cllr D Savage
Cllr M Deacon Cllr A Smith
Cllr S Gallant Cllr S Wiles

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs D Frost (Deputy Town Clerk)

153. PUBLIC QUESTIONS

There were none.

154. APOLOGIES FOR ABSENCE

Apologies for absence were received from, **Cllr N Barber** and **Cllr K Williams**.

155. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr M Deacon Cllr D Savage Cllr A Smith	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr G Newman Cllr S Bird Cllr S Wiles	All	Local Non-Pecuniary (as a Members of Suffolk County Council)

156. REQUESTS FOR DISPENSATION

There were none.

157. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Finance & General Purposes Committee Meeting held on 24 May 2017 be signed by the Chairman as a true record.

158. BUDGET MONITORING TO 30 JUNE 2017

Committee received the budget monitoring report to 30 June 2017.

RESOLVED that the budget monitoring report to 30 June 2017 be noted with no other action required at this time.

159. COUNCIL INVESTMENTS

Committee noted that Council's 1 year Investment Bond of £400,000 with Nationwide Building Society had matured in June 2017, receiving interest of £4,802.02. In accordance with the Council's Investment Policy and Strategy, a new Business Fixed Rate Saver had been taken out attracting a rate of 0.75% for 1 further year maturing on 26 June 2018. The total invested was £404,966.72.

It was RESOLVED that that the investment of £404,966.72 in a 1 year Business Fixed Rate Saver with Nationwide Building Society be approved.

160. DATA RETENTION POLICY

Committee considered the Council's Data Retention Policy for the three year period 2017-20 as presented.

It was RESOLVED that the Data Retention Policy for 2017-20 be recommended to Council for adoption as presented.

161. FINANCIAL FORECAST TO 2020

Committee considered a Financial Forecast for the Town Council for the period 2016-2020 as presented.

It was suggested that the budget for Remembrance events be increased for 2018 due to its significance as the centenary year for the end of WWI.

In considering the Community Infrastructure Levy, Members suggested that a CIL Working Group could be formed to consider projects which may be funded via Community Infrastructure Levy receipts. Members discussed Neighbourhood Plans and asked that enquiries be made to the District as to whether the AAP can be classified as a Neighbourhood Plan for the purpose of CIL.

It was RESOLVED that

- i. the Financial Forecast for 2016-20 be recommended to Council for adoption as presented, subject to an increase to the Remembrance events budget for 2018; and,**
- ii. Enquiry to be pursued via SCDC regarding the possibility of the Felixstowe Area Action Plan being afforded the same weight and relevance as a Neighbourhood Plan for the purposes of CIL.**

162. BUSINESS PLAN 2016-2020 – ANNUAL REVIEW

Committee reviewed the Business Plan which had been updated to reflect changes one year on. Three minor changes were notified.

It was **RESOLVED** that the **Business Plan** be approved as presented with three minor alterations and the amended version be recommended to council for formal adoption.

163. MEMBER VISIT TO BURY ST EDMUNDS

Members considered the benefit of a group visit to Bury St Edmunds with a meeting with a member of the Bury St Edmunds BID team, and travel by minibus.

It was **RESOLVED** that investigations be made and circulated for a **Member visit to the Christmas Market at Bury St Edmunds at the end of November, with an information session with a member of the BID team.**

164. FELIXSTOWE AMBULANCE STATION

Members considered the report on an article in the East Anglian Daily Times dated 7 July reporting that the East of England Ambulance Trust may propose to close the ambulance station at Felixstowe.

It was suggested that the Clerk write a letter to EEAST for further details on the impact that the proposed changes would have on Felixstowe, to consider the joint use of the Fire Station and also co-working alongside the Port.

It was **RESOLVED** that a letter be sent to EEAST enquiring how the EEAST would account for emergencies if there was not a Felixstowe Ambulance Station.

165. FELIXSTOWE TOWN COUNCIL CONSTITUTION

Members considered the principle of introducing a Felixstowe Town Council Constitution, collating the Council's statutory governance documents, policies and other information in to a single-source document to provide a better overview for Members and residents and an opportunity for Council to review policies on a more structured basis.

It was **RESOLVED** that the principle of developing a Constitution be recommended to Council.

166. CLOSURE

The meeting was closed at 8.45pm. The next meeting was noted as being scheduled for 27 September 2017 at 7.30pm.

Date: _____

Chairman: _____