

Minutes of the meeting of the Sandwich Town Council Finance Committee, held on 14th January 2019 at the Guildhall, at 6.00pm

Present: **Councillors:** **The Mayor, Cllr Mrs Liote (in the Chair)**
 HJ Bragg
 PI Carter
 JEM Gisbey
 PG Graeme
 MJ Holloway

Officer: **Mrs Karen Palmer**

01.01.19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Moorhouse, who was unable to attend due to work commitments, and Cllr Sneller, who was unwell.

**02.01.19 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS
AND OTHER SIGNIFICANT INTERESTS**

There were no declarations of interest.

03.01.19 FINANCE AND FACILITIES BOOKING SOFTWARE PACKAGES

Members received a report from Mrs K Palmer regarding the purchase of finance and facilities hire software systems.

RECOMMENDATION: That Mrs K Palmer should pursue the implementation of AdvantEdge Finance and Facilities Booking Software with the aim of setting these up to start functioning on 1st April 2019.

04.01.19 FINANCIAL YEAR 2019/20

Members received a report from Mrs K Palmer and an amended draft budget for the 2019/20 financial year.

RECOMMENDATION: The attached draft budget has been recommended for approval. The precept required is £189,515.50, which is £27,413.67 higher than the 2018/19 precept amount. This is a 16.9% increase on Council Tax Charge, taking the charge to £98.58 (a rise of £14.26 from the 2018/19 charge of £84.32)* A full half year review of the accounts should be undertaken, with a report to Council in September 2019.

**Please note that Dover District Council has now stated that Sandwich's tax base has dropped from 1922.46 to 1917.37. This translates to a Band D Council Tax charge of £98.84 (a total rise of £14.52 from the 2018/19 amount of £84.32), which equates to 17.2% (not 16.9% as the Finance Committee understood).*

05.01.19 GUILDHALL

Members considered setting up a 'Guildhall Management' working group.

RECOMMENDATION: A working group should be set up consisting of Cllr Graeme, Cllr Holloway, Cllr Carter, Cllr Bragg and any other Councillors that would like to join. Officers should be requested to join if required.

06.01.19 DATE OF NEXT MEETING

The next meeting of the Finance Committee will be held on 18th March 2019 at 6pm.