

**BRIDGWATER TOWN COUNCIL**  
**FINANCE COMMITTEE**  
**JOHN TURNER ROOM TOWN HALL BRIDGWATER**  
**28 November 2018 at 11.00am**

**PRESENT:** Cllrs Smedley (Chair), Glassford, Granter, Johnstone, Lerry,  
Morley (Sub. Heywood) & Pearce

**APOLOGIES:** Cllrs Heywood & Johnstone

**Decisions and recommendations:**

11. **MINUTES of 11 July 2018 : APPROVED** – (Min. 04 2) Community Toilet Scheme – none of the interested establishments had taken up the offer: **Agreed** to retain scheme and invite interest in due course (2019/20).
12. **TOWN COUNCIL MEETINGS since previous** - NO MATTERS REFERRED other than Grants etc. covered elsewhere in the Agenda (See Min. 14 below)
13. **RECEIPTS and PAYMENTS, COST CENTRES & BANK RECONCILIATION** - Information provided on CIL update and funding of new Town Tourism Guide.  
**RESOLVED:** That the payments including Section 137 payments made during October 2018 (month 7) itemising all cheques and DDRs, be approved and confirmed, and income received during the period together with the cost centre reports and bank reconciliation and investments be noted.
14. **FUNDING, GRANTS AND SPONSORSHIP: RESOLVED:** as below -

GENERAL GRANTS (*normally up to 50% to maximum of £2,500*) - £13995.00  
(remaining budget to 31 March 2019)

2016/17: St Mary's Church Bell augmentation £2500.00 – reconfirmed.

2018/19:

Ups & Downs – video & teaching - £430.00 approved

Bridgwater History Day organisation - £485.60 approved (budget code referred to TC)

B & D Civic Society – Admin & Blue plaque reprint - £600.00 approved

SlaMS Mens Shed – fitting out Mens Shed - £1000.00 approved

Timor Leste Community – running costs & integration - £1000.00 approved and recommend link to Bridgwater Together & Diversity Voice.

Bridgwater Arts Centre – Project funding towards roofing repairs - £5000.00 request (separate budget) – referred to BTC on 06/12/18 subject to report from upcoming BAC meetings on proposed condition survey, repair requirements and Business Plan progress (Ref. Min. 02 of 11/07/18)

On Your Bike (Recycle) – Pilot workshops for 'Leading Lights' - £400.00 approved (one of 5 planned workshops)

**WARD GRANTS:**

*(£1,000 (£7,000 in total) available each year through life term of Council (4 years)  
(Fairfax Wards and Dunwear Wards each treated as one for purposes of Ward Grant funding):*

Wyndham – Westover Green Community School – Creation of recycling opportunities - £500.00

Hamp - Inland Waterways (West Country) - Equipment & operational costs - £500.00

**YOUTH GRANTS:** £500 available (Referred to Youth Council for ideas)

**SPONSORSHIP 2018/19** – Confirmed with BT (1984) FC match to be confirmed.

15. **AUDIT of ACCOUNTS 2017/18 - Conclusion of External Audit (06/11/18):**  
**RESOLVED:** That completion of Audit with revision to AGAR Section 2 Boxes 1, 7, 8 and 9 to incorporate accurately the LA Property Fund investment be noted.
  
16. **INTERNAL AUDIT REPORT – No issues advised.** Completion of Assets Register progress continuing
  
17. **BTC Budget 2019/20 (Min. 23) –** Taking into account the high level overview Members reviewed the forthcoming budget plans taking into account the known loss of Government grant funding for 2019-20 (Ex-Council Tax support), the estimated increased tax base for 2019/20, the desire to continue the growth items installed in 2018/19 and possible future projects / increased costs. The Town Clerk as requested had prepared draft budget papers based on a continuation budget which had factored in these requirements.  
As prepared information showed a tax base of £9915.23 (up from £9691.44) Band D equivalent and nil shortfall grant (down from £21987.00). Options were presented following the previous high level consideration at Council and with the benefit of detailed estimates it was: **RECOMMENDED:** 1. That a continuation budget be approved and adopted requiring a Town Council precept of **59.5** per Band D raising **£589956.00** ; 2. that the detailed budget paper for 2019/20 be approved with funding requirements for the year at **£759261.00** with estimated income of **£169305.00** and the Town Clerk authorised to adjust minor amendments in the event the tax base is varied ; 3. that the updated Earmarked and Planned and Restricted Reserve funds as at 01 November 2018 be noted and approved.
  
18. **ELECTRONIC BANKING – RESOLVED:** That the report be approved, the controls agreed and the Town Clerk authorised to make the necessary arrangements.
  
19. **REPORT of the CHAIR of the FINANCE COMMITTEE – SALARY and HOURS OF WORK of the TOWN CLERK – RESOLVED:** That the report be approved and the honorarium in the sum of £6024.20 paid in full covering period 01 April 2018 to 30 November 2019.
  
20. **PENSIONS REGULATOR – RESOLVED:** That the information from the Pension Regulator confirming the minimum pension contributions and increase from 06 April 2019 to 3% Employer and 5% Staff contribution be noted.
  
21. **NEXT MEETING:** To be confirmed if needed dependant upon Budget Process – and final budget setting due at Town Council Meeting on 10 January 2018 otherwise prior to 31 March 2019 and financial year end.

*(Declaration of interest – none)*

The meeting finished at 12.45pm.

Signed

Chairman

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