

**UNADOPTED
POLEGATE TOWN COUNCIL**



FINANCE & POLICY COMMITTEE

Minutes of the Finance and Policy Committee meeting held on Friday 16th November 2018 Council Chambers 49, High Street, Polegate 10.00am

Present: Cllrs D Murray, D Watts, D Dunbar, B Goodwin, Mrs M Piper **(5)**

Not Present: - Cllrs Ms A Snell, M Falkner, S Shing **(3)**

No members of the public present Cllr S Dobson present

Minute Number	Resolution
12525	<i>Cllr D Watts chaired the meeting until Cllr D Murray arrived.</i> Opportunity for Public Comment None
12526	Apologies for absence Cllrs Ms A Snell, M Falkner, S Shing
12527	Declarations of interest in any items on the agenda None
12528	Minutes of Finance & Policy committee 12th October 2018 <u>It was resolved to accept the minutes of the Finance & Policy meeting of 12th October 2018 as an accurate record of the meeting and were duly signed. VOTE All in favour Cllrs D Murray, D Watts, D Dunbar, B Goodwin, Mrs M Piper</u>
12529	Payments as presented for approval <u>It was resolved to accept the payments as present totaling £29,105.59 VOTE ALL in favour Cllrs D Murray, D Watts, D Dunbar, B Goodwin, Mrs M Piper</u>
12530	Approval of updated direct debits <u>It was resolved to approve the direct debit list as presented VOTE ALL in favour Cllrs D Murray, D Watts, D Dunbar, B Goodwin, Mrs M Piper</u>
12531	Noting of formal bank mandate signatories This item was withdrawn as the copies has still not been received from the bank
12532	Approval of recommended increase in money cover - Insurance <u>It was resolved to go ahead with the additional premium as presented. VOTE All in favour Cllrs D Murray, D Watts, D Dunbar, B Goodwin, Mrs M Piper</u>

12533	<p>Grant request - PADMEC</p> <p>A discussion took place on the costs of the mower in respect of the area concerned. The committee were keen to support PADMEC as they provided a free tourist attraction to the town and the residents of Polegate. Before granting the request, the committee asked for more information with regards to the following:</p> <p>A copy of this years unaudited accounts (August 2018). That they consider purchasing a more reasonable cost model. How they advertise (school? Social media? Notice Boards?) This item was deferred until the above information was produced.</p>
12534	<p>Budget 2019/20 available preliminary information for noting</p> <p>a) Planning The proposed £200 was noted by the committee</p> <p>b) Personnel The proposed £114,459 was noted by the committee</p> <p>c) Local Council Tax Support Grant (final year) It was noted that the support grant from Wealden District Council was to be reduced from £7571 to £3028 a reduction of just over 60%. This was a loss of £4543 which is approximately 1.36% of the Town Councils total budget (£333,754). Next year 2020/21 the grant would cease.</p> <p>d) Local Referendum Principles It was noted that under the proposed Local Government finance agreement there was unlikely to be a cap imposed on the town council.</p> <p>e) Other The committee stated that they had concerns about how Brexit may or may not affect the budget and whether there should be a contingency for this.</p> <p>Would there be public unrest, would suppliers contacts increase? The committee discussed foreign suppliers and asked the clerk to assess how many foreign suppliers they used which may be affected and to do a risk assessment for the budget.</p> <p>The clerk stated that no additional projects had been requested for the business plan or to be included in the budget.</p> <p>The council tax base would not be known until early December and the meeting had already been set to assess how this might impact on the budget.</p>

The meeting closed at 10.43 am

Signed by _____ Chair of Finance & Policy

Dated _____

Grass cutting contract 2019/20

Company A: Declined to quote, have used before, poor contract experience

Company B: Have used before, excellent cuts, no problem with service, within budget

Company C: Have used before, standard serviced but quote not submitted even after chasing

Company D: Have not used before, good communications but above budget

Company E: Have not used before, good communications, lowest quote, used by ESCC

Recommend either Company B for an excellent service and less administration time, or Company E for the lowest quote.

NB If the budgets for 2019/20 are tight, selecting Company E may reduce the precept significantly (it is approximately £7000 under the Urban grass cutting budget proposed for 2019/20).

Quotes for Grass Cutting 2019

Total budget is £25K

	Company A	Company B	Company C	Company D	Company E
13 Cuts - Cut & Blow	Declined to quote	24960.00 (1920.00 per cut)	Quote not submitted	26780.00 (2060.00 per cut)	18525.00 (1425.00 per cut)
Additional extra 2 cuts		1900.00 per cut		pro rata rate	1355.00 per cut