

THE ANNUAL FINANCE MEETING OF FAVERSHAM TOWN COUNCIL

held at The Guildhall, Faversham, on Monday 20 January 2020, 7pm

Present:

The Mayor Cllr A Reynolds	Cllr K Barker	Cllr C Williams
Cllr E Thomas	Cllr D Knights	Cllr B J Martin
Cllr C Jackson	Cllr J Saunders	Cllr J Irwin
Cllr H Perkin	Cllr A Hook	Cllr T Martin

In attendance: Louise Bareham, Town Clerk

Absent: Cllr Blair

Questions from Members of the public are recorded as an annex to the minutes.

154. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Belsom due to work illness. It was proposed by Cllr Reynolds, seconded by Cllr Irwin, and, on being put to the meeting, it was **RESOLVED to accept apologies from Cllr Belsom**

155. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Cllr Perkin	Swale Citizens Advice	DNPI
Cllr B J Martin		
Cllr Jackson		
Cllr T Martin		

The Town Clerk declared an interest in the Faversham Community Land Trust and left the room when the item was discussed.

156. DRAFT BUDGET REPORT AND MINUTES OF THE PREVIOUS MEETING AND MATTERS TO REPORT

It was proposed by Cllr Perkin, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to approve the Income budget of £13,150.**

It was proposed by Cllr Barker, seconded by Cllr Hook and on being put to the meeting it was **RESOLVED to approve the Civic budget of £6,775.**

It was proposed by Cllr B J Martin, seconded by Cllr Jackson and on being put to the meeting it was **RESOLVED to approve the Office and Administration budget of £39,940.**

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to approve the Guildhall budget of £16,550.**

It was proposed by Cllr Barker, seconded by Cllr Williams and on being put to the meeting it was **RESOLVED to approve the Moorings budget of £3,750.**

It was proposed by Cllr T Martin, seconded by Cllr Thomas and on being put to the meeting it was **RESOLVED to approve the Facilities Management budget of £4,760**

It was proposed by Cllr B J Martin, seconded by Cllr Jackson and on being put to the meeting it was **RESOLVED to use the budget savings of £4,825 towards a £6,000 budget for Free Advice Services**

It was proposed by Cllr Hook, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to approve the Grants budget of £34,825**

It was proposed by Cllr Knights, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to approve the Economic Business Development budget of £7,200**

It was proposed by Cllr B J Martin, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to approve the Events budget of £12,000**

It was proposed by Cllr Saunders, seconded by Cllr Jackson and on being put to the meeting it was **RESOLVED to put systems in place to ensure where individual committees propose spending of more than £5,000 a detailed summary of the project should be brought to the Town**

Council for approval and provide a quarterly report of where money is spent

It was proposed by Cllr B J Martin, seconded by Cllr Jackson and on being put the meeting it was ***RESOLVED to approve the Special Projects budget of £193,200***

It was proposed by Cllr Barker, seconded by Cllr B J Martin and on being put the meeting it was ***RESOLVED to approve the budget of £72,620***

157. PRECEPT

Cllr B J Martin proposed, seconded by Cllr Jackson and on being put to the meeting it was ***RESOLVED that this was not a tax and spend budget, but a progressive budget which delivers on a number of the Council's priorities including youth, homelessness, the environment and is a budget to be proud of, the Precept request is £496,710***

This is a Band D equivalent to £78.052 per annum or £1.501 per week

It was Resolved that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the commercially sensitive nature of the business to be transacted.

158. STAFFING

It was proposed by Cllr Barker, seconded by Cllr t Martin and on being put to the meeting it was ***RESOLVED to approve the Staffing budget of £171,500***

The meeting closed at 9.25pm

ANNEX

**FAVERSHAM TOWN COUNCIL
FINAL BUDGET
2020/2021**

	2020/2021
Precept 2020/2021	496,710.00
Tax Base Rate	6,363.72
Band D Rate	78.053
Band D Rate per week	1.501

	Budget
100 Income	
1076 100 Precept	496,710
1210 200 Carnival Night Income	250
1300 230 Guildhall Lettings	1,000
1750 230 Guildhall Weddings	3,000
1410 240 Belvedere Road Moorings	3,000
1410 240 Town Jetty Moorings	500
1650 265 Transport Weekend Income	3,000
1900 280 Other Income	200
1310 290 12 Market Place Income	2,000
1090 Bank Interest	200
	509,860
200 Civic	
4000 Annual Meeting & Civic Service	2,000
4005 Carnival Night Expenditure	-
4010 Deputy Mayor's Allowance	300
4015 Industrial Bowls Competition	300
4020 Mayoral Allowance	1,800
4025 Mayoral Expenses	2,000
4030 Honorary Freeman	375
	6,775
210 Staffing & Professional	
4100 Salaries	113,000

4110	PAYE/National Insurance	25,500
4115	Pension	25,500
4120	Staff Training	3,000
4130	Cllrs Training	2,000
4135	Audit	2,500
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		171,500

220 Office and Administration

4105	Payroll	220
4145	Insurances	4,000
4150	Subscriptions	2,000
4155	Electoral Provision	10,000
4160	Bank Charges	100
	General Reserves	7,920
4180	Hygiene	600
4220	Office Equipment	1,500
4225	IT	1,500
4226	Faversham.org	500
4230	Postage & Stationery	2,450
4234	Printing	1,600
4235	Printing & Advertising	500
4245	Meetings	500
4250	Newsletter	5,600
4650	Website	400
4950	Omega Cashbook software	550
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		39,940

230 The Guildhall

	Wedding advertising	1,000
4200	Rates	3,200
4205	Electricity	1,500
4210	Water	250
4215	Telephone/Alarm Lines	250
4300	Clock Maintenance	250
4305	Maintenance	5,000
4306	Alarm Maintenance	700
4310	Window Cleaning	400
4325	Guildhall Lift Maintenance	1,500
4330	Reserves	2,500
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		16,550

	240 Moorings	
4205	Electricity	120
4210	Water	130
4270	Town Jetty	-
4305	Maintenance	3,500
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		3,750
	245 Facilities Manager	
4170	Vehicle Maintenance/Insurance	1,000
4175	Vehicle Fuel	500
4215	Telephone	300
4260	Equipment	1,500
4811	Tikspac	260
	Storage Container	1,200
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		4,760
	250 Grants	
4500	Community Grants	16,825
	Free Advice Services	6,000
	Community Event Grants	12,000
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		34,825
	260 Economic Business Development	
	FTC Joint Marketing Initiative	5,000
4605	What's On Guide	200
4615	Faversham Walks Leaflets	1,000
4635	Advertising	1,000
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		7,200
	265 Events	
4885	Festival of Transport	5,000
	FTC Event VE Proms	2,000
4905	Community Events General	3,000
4925	Food Festival	2,000
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		12,000
	280 Special Projects	

	Neighbourhood Plan	20,000
4805	Youth Facilities	10,000
4825	Special Projects	3,500
4830	Allotments	10,000
4835	Magna Carta	25,000
4870	20's Plenty	28,000
4890	Swing Bridge (PWL)	11,500
4900	Charter Storage	1,200
	Hanging Baskets	3,000
	Youth Work	30,000
	Climate & Biodiversity	15,000
	Repairs to bollards and signage	1,000
	Public Spaces Projects	10,000
	Faversham CLT (homelessness)	25,000
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		193,200

290 12 Market Place Premises

4200	Rates	7,500
4205	Electricity	4,000
4210	Water	2,300
4215	Telephone/Alarm Lines	1,200
4290	Loan Repayment	43,500
4305	Maintenance	5,000
4306	Alarm Maintenance	650
	Lift Maintenance	850
4310	Window Cleaning	360
	Capital Project Heaters	4,500
	Capital Project External Lighting	2,400
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		72,260

TOTALS

100	Income	509,860
200	Civic	6,775
210	Staffing and Professional	171,500
220	Office and Administration	39,940
230	Guildhall	16,550
240	Moorings	3,750
245	Caretaker	4,760
250	Grants	34,825

	260	Economic Development	7,200
	265	Events	12,000
	280	Special Projects	193,200
	290	12 Market Place Premises	72,260
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			562,760
Less	EMR	Youth	21,900
		Heritage/Magna Carta	18,000
		Neighbourhood Plan	10,000
		Hanging Baskets	3,000
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			52,900

20th January 2020