

**DOWNHAM MARKET FINANCE AND GENERAL PURPOSES COMMITTEE****MINUTES OF THE EXTRAORDINARY MEETING HELD MONDAY 07<sup>th</sup> JANUARY 2019**  
**AT 7.00PM**

Present	The Mayor	Cllr D J Sharman
	The Deputy Mayor	Cllr J Doyle
	Vice Chair	A Pickering
	Councillors	E Hendry (Arrived 19:05) A Stacey
	Non Committee Member	Cllr J Fox
	Deputy Clerk	Mr R Davidson
	Senior Administrator (Clerk)	Ms C Dorman

Those in attendance at the meeting were notified of the emergency evacuation procedure from the Town Council offices.

Members were asked to ensure that their mobile telephones were either switched to silent mode or turned off.

**1489. To receive Members' Apologies for Absence**

Apologies were received from Cllr Hayes (Family Commitment) and Cllr Hepworth (Work Commitment)

These apologies were accepted.

Cllr Lawson and Cllr Pyatt did not attend the meeting.

**1490. To receive Members' Declarations of Interest**

The Mayor, Cllr Sharman declared an interest in respect of Payment of Bills (expenses)

**1491. Public Participation – 15 minutes allowed**

There were no members of the public in attendance and the Vice Chair ascertained no councillor wished to address the committee in such a capacity.

**1492. To approve the minutes of the meeting held on Tuesday 27<sup>th</sup> November 2018 (pages 6276 – 6281) and Tuesday 11 December 2018 (pages 6295 – 6298)**

Proposed – The Mayor, Cllr D J Sharman

Seconded – Cllr A Stacey

'That the minutes for the meeting held on Tuesday 27<sup>th</sup> November 2018 (pages 6276-6281) be approved'

All in favour

**Proposed – The Mayor, Cllr D J Sharman    Seconded – The Deputy Mayor, Cllr J Doyle**

**‘That the minutes for the meeting held on Tuesday 11<sup>th</sup> December 2018 (pages 6295-6298) be approved’**

**4 in favour                      1 Abstention (Did not attend the meeting so could not vote)**

**1493. To receive the Clerk’s Report**

The Clerk advised that when preparing the Mind renewal paperwork that the renewal dates were out of sync with the lease documentation.

**Proposed –Cllr A Pickering    Seconded – The Mayor, Cllr D J Sharman**

**‘That the Finance and General Purposes Committee agrees a 3 year renewal from March 2018’**

**All in favour**

**1494. To receive Councillors’ questions**

Cllr Doyle advised the Committee that there were instances of people parking outside the Town Hall despite the car park closure notices during the Market periods. Cllr Doyle requested that action be taken as it was infringing on income generation.

It was agreed that the Clerk would investigate the legal situation.

**1495. To receive and consider correspondence**

There was no correspondence received.

**1496. To approve the Payment of Bills**

A list of bills from Town Council had been circulated (Appendix 1).

**Proposed – Cllr A Pickering                      Seconded – Cllr A Stacey**

**‘That the Finance and General Purposes Committee bills be paid as per the attached schedule.’**

**4 in favour              1 Abstention due to declarations of interest.**

**Confidential items**

**Public Bodies (Admission to Meetings) Act 1960 – following the exclusion of the public and press:**

**Confidential Items to be discussed under:**

*‘Standing Order 3D, that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw’*

**Proposed – Cllr A Pickering**

**Seconded – Cllr A Stacey**

**All in favour**

**1497. To discuss and agree budget for Financial Year 2019-2020**

A confidential discussion took place around drafting the proposed financial year 2019 – 2020 budget.

*The meeting came out of confidentiality.*

**Proposed – Cllr A Pickering**

**Seconded – The Mayor, Cllr D J Sharman**

**‘That Finance and General Purposes Committee proposes for the 2019/2020 precept that they accept one of two proposals being:**

**Option A      A precept of £480,211 which equates to £127.08 Council Tax for a Band D property**

**Option B      A precept of £510,000 which equates to £134.97 Council Tax for a Band D property and includes a contribution of approximately £30,000 towards increasing Council Reserves’**

**All in favour**

The Chair thanked everyone for attending and closed the meeting at 8:39pm

Chair

Dated