

DOWNHAM MARKET FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE MEETING HELD TUESDAY 23rd JANUARY, 2018 AT 7.00PM

Present	The Mayor Chairman Councillors	Cllr F E Daymond Cllr Mrs Y A Thompson R L Hayes R A C Hepworth D Lawson A Pickering C Pyatt A D Stacey Mrs J M Markwell
	Town Clerk	

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.

1329. To receive Members' Apologies for Absence

Apologies for absence had been received from Cllr J Lofthouse (childcare).

The apology was accepted.

1330. To receive Members' Declarations of Interest

The Mayor, Cllr Daymond declared an interest in item 1335, Payment of Bills

Public Participation – 15 minutes allowed

There were no members of the public attending this meeting.

1331. To approve the minutes of the meetings held on Tuesday, 24th October, 2017 (pages 5878-5879), Tuesday 28th November, 2017 (pages 5908-5910) and Tuesday 12th December, 2017 (pages 5924-5925)

Proposed – Cllr Pickering

Seconded – Cllr Hayes

'That the minutes of the meetings held on Tuesday, 24th October 2017 (pages 5878-5879), Tuesday 28th November 2017 (pages 5908-5910) and Tuesday 12th December 2017 (pages 5924-5925) are approved'

All in favour

1332. To receive the Clerk's Report

There was no Clerk's report.

1333. To receive Councillors' questions

There were no Councillor questions

1334. To receive and consider correspondence

The correspondence had been circulated by email.

1335. To approve the Payment of Bills

The Mayor, Cllr Daymond had declared an interest in this item.

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

Proposed – Cllr Hayes

Seconded – Cllr Stacey

‘That the Finance Committee bills be paid as per the attached schedule’.

In favour – 7

Declared interest - 1

1336. To receive and consider financial reports

a. To discuss month 7 financial report

The Clerk went through month 7 financial report in detail, highlighting any items which were showing as ‘over budget’ and giving explanations.

There was a discussion on the Special Expenses which will be charged to residents of Downham Market. The Special Expenses cover costs of facilities, grass cutting etc that the BCKL&WN pay for which are solely related to Downham Market. Concern was raised that the imminent charge to be included for the upkeep of the WCs will have a significant impact on the Council Tax.

1337. To discuss Leases and Rent Reviews

a. Norfolk County Council – Register Office

Members were advised that the current lease arrangements with Norfolk County Council regarding the Register Office need to be renewed. This would be taken forward by the Clerk.

b. MIND – Rent Review

The rent review for WN MIND is due in March. Tawn Landles will be contacted to give an up to date rent for the property and then a meeting will be arranged to discuss the future rent.

1338. To receive grants/donations application

a. Twinning Club

Proposed Cllr Daymond

Seconded – Cllr Stacey

‘That the payment of the grant for the Twinning Club of £750.00 is agreed’

All in favour

1339. To receive report from the Standing Orders Working Party

Cllr Stacey advised that he and Cllr Fox would be standing down from this working party in May 2018.

The revised Standing Order are on the table for the next Full Council meeting on 13th February.

Concern was raised that a recent CPMS Sub Committee was stopped because the appropriate time had not been given in calling the meeting. It was agreed that this could have an impact on all meeting and therefore it was agreed to call an Extraordinary Full Council meeting to discuss the decisions, future regulation and governance of the Sub-Committees of Downham Market Town Council. The meeting would be held on Wednesday 31st January 2018.

1340. To discuss any urgent items notified to and agreed by the Chairman prior to the meeting

There were no urgent items as agreed by the Chairman

The Chairman thanked everyone for attending and closed the meeting at 8.30pm

Chairman

Dated