

Minutes of a Meeting of the Finance and General Purposes Committee held on Wednesday 15 November 2017 at 10:00am In the Council Chamber of Beccles Town Hall

PRESENT: N Brooks, Chair
E Brambley-Crawshaw (Deputy Mayor)
J Harris
R Stubbings (Mayor)
J Walmsley

IN ATTENDANCE: Mrs C Boyne, Town Clerk

MEMBERS OF PUBLIC: 0

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Councillors G Elliott and Kathuria.

2. TO RECEIVE DECLARATIONS OF INTEREST OR ANY REQUESTS FOR THE GRANTING OF DISPENSATIONS IN RELATION TO ANY DISCLOSABLE PECUNIARY INTERESTS IN ITEMS ON THE AGENDA

Councillor Stubbings declared a pecuniary interest in item 7 on the agenda regarding Blyburgate Hall for which council had granted a dispensation allowing him to speak but not to vote.

3. TO ACCEPT FOR ACCURACY AND ADOPTION THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON FRIDAY 13 OCTOBER 2017

RESOLVED To accept for accuracy and adoption the minutes of the Finance and General Purposes Committee meeting held on Friday 13 October 2017

4. TO REVIEW THE CURRENT S106 AND COMMUNITY INFRASTRUCTURE LEVY SCHEDULES

The clerk reported that all of the S106 funds were currently allocated. The contribution allocated to the new skate park of £7,216 would expire in April 2018 and so this needed to be monitored to ensure that it was utilised before expiry.

It was noted that a new Community Infrastructure Levy receipt of £2,929.76 had been received.

5. TO AGREE THE FINAL BUDGET FOR 2018/19 TO 2020/21 AND MAKE A RECOMMENDATION TO COUNCIL REGARDING THE PRECEPT LEVEL FOR 2018/19

Waveney District Council had sent a helpful letter giving details of the amount that the precept could be increased by which would not impact on the



household precept charge. The precept was currently £110,123 and could be increased to £111,711 (a 1.44% increase) and still have a cost neutral impact on the household precept charge. This would result in an overall balance on the budget of a £2,426 deficit (this amount would be taken from reserves).

The committee discussed an increase of 2% and also 3% in order to reduce the overall deficit on the budget. Members were mindful of the possible referendum that could be implemented by central government in respect of excessive increases, but also agreed that the council needed to account for inflation and the increasing commitments in terms of assets.

A 2% increase would result in a precept of £112,325, resulting in a Band D equivalent Council Tax increase of £0.19 per household per year and a 3% increase would result in a precept of £113,427, resulting in a Band D equivalent Council Tax increase of £0.54 per household per year. This would equate to a penny a week increase.

It was agreed that both a 2% and 3% increase in the precept should be submitted to council, with the committee's recommendation being to agree a 3% increase.

RECOMMENDATION TO COUNCIL

To agree the final budget for 2018/19 to 2020/21 and consider either:-

- A 2% increase in the precept for 2018/19 from £110,123 to £112,325
- A 3% increase in the precept for 2018/19 from £110,123 to £113,427

The committee's recommendation is to agree a 3% increase in the precept for 2018/19

6. TO RECEIVE FOR INFORMATION THE SUFFOLK ASSOCIATION OF LOCAL COUNCIL'S INFORMATION NOTE REGARDING THE DATA PROTECTION BILL

The clerk explained that the note was giving details of the UK Data Protection Bill which was currently going through Parliament and would complement and expand on the European Union General Data Protection Regulations (GDPR) that would be coming into force in May 2018.

The Suffolk Association of Local Councils (SALC) had produced further information since this note was released which the clerk would be including on the December agenda for full council. One message that was coming through was that the clerk would not be able to act as the Data Protection Officer due to a conflict of interest and so SALC was currently investigating other options such as the District Council or even SALC itself offering a Data Protection Officer service.

7. TO CONSIDER THE LEGAL ADVICE RECEIVED REGARDING THE OCCUPATION OF THE FORMER AMBULANCE STATION ON BLYBURGATE

The clerk explained that Carpet Bound currently occupied the garage area of the station. The two other occupants of the smaller rooms had vacated. The

committee agreed that the council needed to control the occupation and so a licence should be granted with a reasonably short notice period to allow flexibility in respect of other possible uses of the land and buildings in the future. The committee agreed that a licence should be put in place (the solicitor had quoted £250 plus VAT to prepare a simple licence), that the charge of £25 per week should continue, that the licence should be until 31 December 2018 with a one month notice to quit period on either side.

RECOMMENDATION TO COUNCIL

To agree and sign the licence to Carpet Bound to occupy the garage area of the Ambulance Station

8. TO AGREE THE DRAFT COPY OF THE LICENSES TO BE ISSUED TO BUSINESSES OCCUPYING A CAR PARK SPACE AT BLYBURGATE HALL

The clerk had prepared a draft of the licence, which would run to 31 December 2018. It contained a one month break clause on either side and the charge would be £32.50 per month. This would be issued to the occupiers of each of the six spaces.

RECOMMENDATION TO COUNCIL

To agree and sign the licences to businesses to occupy car parking spaces at Blyburgate Hall

9. TO RECEIVE AN UPDATE ON COUNCIL LEASES

Former Waste Site - The clerk had circulated the draft lease that would be for three years, with a break clause where either side had to give a minimum of 6 months' notice and a maximum of 12 months' notice. The rent would be £500 per month.

RECOMMENDATION TO COUNCIL

To agree and sign the lease in respect of the Former Waste Site for the purposes of storing and repairing Marine Fendering

10. TO CONFIRM THE DATE OF THE NEXT MEETING

The date of the next meeting was confirmed as Wednesday 24 January 2018 at 10:00am.

M. B. B. B.
24/01/2018