



# Broadstairs & St Peter's Town Council

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

**Monday 15 October 2023 at 7pm in The Council Chamber, Pierremont Hall**

Present: J Bright, K Bright, M Garner (Chairman), C Kemp, E Orhan & S Roberts

Town Clerk: Kirsty Holroyd

### **129. APOLOGIES FOR ABSENCE**

Apologies with reason from Cllrs Leys, Hobson and Rarooki were received and accepted.

### **120. DECLARATIONS OF INTEREST**

None received

### **121. MINUTES OF THE PREVIOUS MEETING**

Members considered the minutes of the meeting held on Monday 11 September 2023.

**RESOLVED: that the minutes be approved as a true record of the meeting and signed by the chairman.**

### **122. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

The Town Clerk reported that the work by the indirect tax consultant had been completed and a meeting would be arranged for the final report to be presented to members.

### **123. BUDGET AND ACCOUNTS 2023-24**

i) Members received a summary of Council income and expenditure for Qu 2 2023-24 by cost centre

**RESOLVED: Members agreed to note.**

ii) Members approved virements as proposed by the RFO

**RESOLVED: That budgets be moved to other headings to enable clearer and more efficient calculations of annual running costs and service charges.**

ii) Members received the Transparency Report for Qu 2 2023-24

**RESOLVED: Members agreed to note.**

### **124. OPEN GREEN SPACE AT THE SILVERS**

Members received information about the land and considered bidding for it at auction.

**RESOLVED: That the land is not purchased but concerted efforts are made to contact the current owners and remind them of their responsibility to upkeep the appearance of the land.**

**125. BUDGET 2024-25**

Members received and considered the first draft of the budget from the RFO. The RFO explained the budgetary process in detail and illustrated what effect various new projects would have on the precept and the council tax.

**RESOLVED: That certain figures were yet to be ascertained but that once they were received they should be entered into the budget work sheet and an updated version be presented to Council on 30 October for discussion.**

**126. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN**

Members received a report from the RFO concerning the timetable for the completion of the AGAR. Although the final document should have been published by 1 October, this had not been possible since the external auditor had not returned the document. The RFO had chased it up on 29 September and the completed AGAR had been received on 4 October. It had been published on the notice boards and website at the earliest opportunity on 5 October.

The RFO was therefore able to report that the Town Council's audit procedures for 2022-23 had been concluded, the external auditor had noted that all proper practices had been followed and no matters had given cause for concern that the relevant legislation and regulatory requirement had not been met.

**RESOLVED: Members agreed to note.**

**127. CHRISTMAS MARKET EVENT**

Members considered a brief report from the Town Clerk and a request that funds be made available from other event underspends.

**RESOLVED: That underspends in the Events cost code totalling £2085 be allocated to pump prime this inaugural event.**

**128. DATE OF NEXT MEETING:** Monday 15 January 2024 at 7pm in the Council Chamber, Pierremont Hall

**Meeting closed at 8.05 pm**

Signed \_\_\_\_\_

Date \_\_\_\_\_