

## PETWORTH TOWN COUNCIL

### A MEETING OF THE GENERAL PURPOSES AND FINANCE COMMITTEE WAS HELD ON TUESDAY 8TH JANUARY 2013 IN THE TOWN COUNCIL OFFICE AT 7.00 PM

PRESENT: Mr G Allan (Chairman), Mr K Lintill,  
Mrs J Fynes, Mr B Walsh, Dr R Pawsey  
and Mrs A Simmons.

CLERK: Mrs J Huggett.

1. There were no apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on Tuesday 6th November, having been circulated, it was proposed by Mr Walsh, seconded by Mrs Simmons, that they be signed.

4. MATTERS ARISING

(a) Website: Dr Pawsey said that good progress is being made, there is to be a meeting shortly when she will have an update.

5. CURRENT FINANCIAL SITUATION

The Clerk had previously circulated copies of the current financial situation up to 31st December 2012 and Mr Allan took Councillors through the figures. He had asked the Clerk to remove the S106 money from within the accounts as this gave an inflated figure.

S106: Dr Pawsey asked why there is still £400 remaining. The Clerk said the Hampers Green Centre will be using it to buy blinds for the kitchen. She has asked that it be spent before 31st March 2013, and is waiting for three estimates, a requirement of the District Council.

Jubilee: Dr Pawey said although the income has increased there is still an overspend on the Jubilee. Mr Allan said the reason for this is that Lord Egremont has paid half the shortfall.

Lombard Street Lighting: Dr Pawsey asked if there is a further payment due. The Clerk said there may be some money owing for two light recently put up.

Lorry Route Signs: Dr Pawsey asked if there is a further payment due. The Clerk said so far she has not been invoiced for the new signs.

Christmas Lights: Mr Allan said this was under budget, though not as much as he had believed it would be. Dr Pawsey said she thought an itemised budget should be set prior to any money being spent. This was agreed.

VAT: The Clerk said she had just put in a claim for a VAT repayment of £4,164.98.

#### **Brought Forward 31.12.12**

Current	1,322.76	
Deposit	<u>37,806.24</u>	<b>39,129.00</b>

#### 6. DRAFT BUDGET FOR 2013/2014

The Clerk had previously circulated copies of the updated draft budget for 2013/2014, and Mr Allan took Councillors through the changes he had made.

Precept: For the next financial year the District Council has agreed to make up the shortfall on the precept. This Council will set its precept at £51,513 and the District Council will make a grant of £5,357 to cover that shortfall.

Christmas Decorations: The heading has been changed to 'Christmas Event' to show it covers the whole day, not just the decorations.

Grants and Contingency: These have both been increased to £5,000.

He then went through the various headings and said that with a 'break even' budget it hoped it will not be necessary to use the 'carry forward' figure which he anticipated would be somewhat lower this year. After further discussion it was proposed by Mr Walsh, seconded by Dr Pawsey, that the budget be adopted. This was unanimously agreed. Mr Allan will take it to the full Council meeting on 17th January for ratification.

#### 7. GRANTS

Mr Allan said there are no grants to consider at this meeting but he has a request from Mr Sneller for the Fete in the Park where there is a budget shortfall of £1,485. This will be discussed at the March meeting, he asked Councillors to give it some thought.

#### 8. TO CONSIDER OTHER ITEMS AT THE CHAIRMAN'S DISCRETION

Stalls: Mr Allan reported that the PBA are proposing to buy stalls and he has been asked if the Town Council would like to contribute towards the cost, which is about £4,000, but no suggested figure has been given. If so, the stalls will be available to the Council rent free. A discussion followed, Mr Allan pointed out that the Council has to look at its spending very carefully, but some Councillors said this will save £300 a year, plus the problem of arranging for someone to collect and return the stalls. It was agreed, in principle, this would be worth considering, and Mr Allan will put it to full Council next week. In the meantime the Clerk will speak to Mrs Cross, say

the Council are interested, and see if she can obtain a firm figure in time for the meeting.

9. ACCOUNTS PAID 1ST NOVEMBER TO 31ST DECEMBER 2012

Talk Talk	17.38	Office Phone - Oct
Petworth Business Assoc	50.00	Subscription
WSL (Brighton) Ltd	899.00	Petworth Pages - Printing
Jonathan Cann	180.00	Xmas Decorations - Magician
Johnston Publishing	361.86	Xmas Decorations - Advertising
Leconfield Estates	33.81	Allotment - Water
R Shapland Builders	25.20	Office - Water Meter Repairs
Royal British Legion	17.00	Poppy Wreath
Home Start	50.00	Grant
Outset Youth Action	100.00	Grant
Purple Bus	100.00	Grant
Johnston Publishing	118.14	Xmas Decorations - Advertising
Spirit FM	864.00	Xmas Decorations - Advertising
Mr C McColl	362.50	Contract - Nov
Mr H Saxton	130.00	Contract - Nov
Mrs J Huggett	633.46	Salary, Expenses, Postage - Nov
Bexley Printers	440.00	Parish History - Printing
Steeple	72.00	Xmas Decorations - Banner
Cash	150.00	Xmas Decorations - Put up Stalls
St Mary's PCC	50.00	Xmas Decorations - Donation
1st Petworth Scouts	50.00	Xmas Decorations - Donation
Kai Jansen	200.00	Xmas Decorations - Music
Talk Talk	18.56	Office Phone - Nov
Mr Q Gilpin	50.00	Xmas Decorations - Red Cross
Arundel Farmers Market	300.00	Xmas Decorations - Stall Hire
Bexley Printers	183.00	Xmas Decorations- Posters/Flyer
1st Petworth Scouts	19.70	Xmas Decorations - Grotto
Abraxus	2,278.08	Xmas Decorations - Lights
CDC	1,560.00	Office Rent
Sussex Council Clerks	95.00	Clerk's Subscription
Mr T Ticehurst	200.00	Xmas Decorations - Brackets
Mr C Kemp	73.85	Xmas Decorations - Nuts/Bolts
Parkfield Retail	105.33	Xmas Decorations - CableTies
Parkfield Retail	44.99	Rosemary Gardens
Kent County Council	9.20	Photocopier
Mrs J Huggett	46.99	Xmas Decorations - Gifts/Prizes
Mr C McColl	362.60	Contract - Dec
Mr H Saxton	130.00	Contract - Dec
Mrs J Huggett	636.00	Salary, Expenses, Postage - Dec

There being no further business the meeting closed at 8.20 pm.