



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
01428 654305 / clerk.htc@haslemere.com

Minutes of the Finance and Audit Committee Meeting held at 7pm on
Monday 12th October 2015
Council Chamber, Town Hall, High Street, Haslemere

Chairman	*Cllr Ged Hall
Deputy Chair	Cllr S Drake
Councillors	*Edwards, *Hewett, *Odell, *Piper, Rodgers, *Sherratt

* present

The meeting was clerked by the Town Clerk, Lisa O'Sullivan
No press or public attended.

12/15 APOLOGIES FOR ABSENCE

Cllr Drake.

13/15 DISCLOSURE OF INTERESTS

Cllr Odell declared an Non-Pecuniary interest in Item

14/15 MINUTES OF THE LAST MEETING

The minutes of the meeting held 8th June 2015 were approved at an Extraordinary Meeting of Council held 8th June 2015.

15/15 MATTERS ARISING

None.

16/15 HASLEMERE TWINNING

Cllr Hewett explained that visitors from Horb and Bernay visit Haslemere every other year and that it can be expensive to host them. Twinning reserves are dwindling and they would like HTC to discuss the possibility of financial assistance. The idea of a grant application was discussed however HTC only normally awards grants for capital, not revenue, projects.

RECOMMENDED: The draft budget for November Council consideration includes a line for Haslemere Twinning with the amount left blank for Council to discuss.

17/15 COMPUTER SUPPORT RENEWAL

RECOMMENDED: The Town Clerk creates a preferred supplier list based on call out charge, hourly rate, travel time and hours of operation, to take to November council. Computer support is done on an ad hoc basis for 12 months, or less if it is found not to be working. Town Clerk to monitor and report back to F&A.

18/15 GOODMAN NASH – BUSINESS RATE RECOVERY

The Town Clerk explained that Goodman Nash are a business rates property audit company who operate on a 'no win, no fee' basis. References from other Councils who have used their service have been taken up and they come highly recommended.

RECOMMENDED: The Town Clerk is authorised to enter into negotiation with Goodman Nash so long as there is no negative liability for the Council. consideration at January 2016 Council.

19/15 CREDIT CARD PAYMENTS

Payments since the last meeting were reviewed and approved. Cllr Piper asked why there were apparently now two office credit cards. Town Clerk explained that there is only one, but our bank has recently moved to a new supplier, hence the change in provider.

20/15 REVIEW OF BUDGET AND VARIANCES

The following items were questioned, Town Clerk to report back to the committee via email.

- i. Why has no loan capital been spent this year but 69% of interest has gone?
- ii. Why -£115 spent on the Town Council's sundial?
- iii. Why has £365 been spent on CPZ?
- iv. Christmas Lights is being shown with £23,000 budget. Also £1158 spent this year and £24,158 remaining.
- v. Why are Collards Lane water costs so high?

21/15 CHRISTMAS LIGHT TENDER PROCESS

Cllr Hall stated that he had asked the Mayor to ask the Town Clerk to provide an overview of the process by which the Christmas Lights tender was agreed by council. He considered that her report showed that the process was generally fit for purpose and would stand up if challenged.

There was some debate around why the process was challenged by Cllr Hall and the quality of the information Council received before its meeting to discuss the tender.

It was suggested that the tender process document, agreed by Council in 2012 should now be reviewed, as it a requirement to do so in each Council term. Cllr Piper to circulate the document to F&A.

Meeting finished 8pm

Signed.....
Chairman of Meeting

Date.....