

BERKHAMSTED TOWN COUNCIL

Minutes of a meeting of the

FINANCE & POLICY COMMITTEE

Held in the Council Chamber, Civic Centre on

Monday 6 December 2021 at 19.30hrs

MEMBERS PRESENT:

Councillors R Freedman (Chair)
G Stevens (Vice-Chair)
P de Hoest
J Jones
N Taylor

ALSO PRESENT: Cllr W Conian
Cllr G Corry

Members of Public: 2

Officers: D Beecroft - Finance Officer
T Noakes – Town Clerk (Minutes)

Not Present: Cllr P White

OPENING MATTERS

FP 59/21 There were no **apologies for absence**.

FP 60/21 There were no **declarations of interest**.

FP 61/21 To **approve the minutes of the previous meeting** held on 27 September 2021.

The minutes were approved and will be duly signed by the Chair.

FP 62/21 To **suspend Standing Orders to allow public participation**

FINANCIAL MATTERS

FP 63/21 **Grant Applications**

- (i) Grant application (£1080) for Age UK Dacorum to support the 1066 Club, a volunteer run organisation for the partially sighted was withdrawn before the meeting.
- (ii) Grant application (£100) for Age UK Dacorum to support the Community Carol Service at St Peters Church on 8 December 2021 was **approved**.

- (iii) Grant application (£400) for Age UK Dacorum to support the Community Christmas Brunch at Here Café on 29 December 2021 was **approved**.
- (iv) Grant application (£500) to support the updating and maintenance costs of the Berkofest Website was **approved**.

Action – Town Clerk

FP 64/21 Income and Expenditure including Receipts and Payments Schedule

- (i) The Income and Expenditure and Variance Analysis as at 31 October 2021 was **noted and approved**.
- (ii) Payments and receipts schedules for the period up to the 31 October 2021 had been sent to the Chair of F&P for scrutiny. No points were raised.
- (iii) The balance sheet as at 31 October 2021 was **noted**.

FP 65/21 Budget Preparation & Precept 2022/23

- (i) The draft budget proposals and precept demand for 2022/23 were discussed. Committee agreed that the objective was to set the same level of precept for 2022/23 as was requested in the current year, 2021/22. The project register would be amended to include input from Cllr's W Conian & P de Hoest.
- (ii) The 2022/23 budget would be further considered at the F&P Committee meeting on the 4 January 2022 with a final decision on the 2022/23 Precept being approved at FC on 10 January 2022.

Action – Town Clerk

FP 66/21 Ashlyns School, Berkhamsted & St Mary's C of E Primary School, Northchurch Admission Requirements for 2023/24 - Consultation.

Standing Orders were suspended to allow a member of the public to speak. Standing Orders were then reinstated.

- (i) The draft response to the consultation for admission requirements for 2023/24 for Ashlyns School & St Marys C of E Primary School Northchurch were **considered and approved**. Responses to both schools will be sent before the 10 December 2021. Committee members thanked the Deputy Town Clerk for preparing the paper and summarising the issues.

Action – Deputy Town Clerk

FP 67/21 Berkhamsted Town Council 'Ambitions & Vision' Paper

- (i) The BTC Ambitions & Vision paper was **reviewed and noted** (final copy attached).

FP 68/21 RCEF ITT Process Update

- (i) Four responses to the RCEF ITT had been received by the deadline date. These would be considered and progressed further in accordance with the ITT timetable.

Action – Town Clerk & Project Officer

FP 69/21 Close of Meeting

The meeting closed at 21.54 hrs.

Signed.....

Date.....

F&P Committee Minutes Actions – 6 December 2021

Reference	Action	Complete	Outstanding - Responsibility
63/21	Grant Awards approved as follows: (i) Age UK Dacorum - £100. (ii) Age UK Dacorum – £400. (iii) Berkofest - £500.		Finance Officer/ Town Clerk
65/21	2022/23 Budget to be presented at F&P on 4 January 2022		Town Clerk
66/21	Ashlyns School and St Mary's C of E Primary School attendance consultation to be sent by due date	Yes	Deputy Town Clerk
68/21	RCEF ITT process progressed to next stage	Yes	Project Officer & Town Clerk