

23rd December 2011

Dear Councillor,

FINANCE & ASSETS COMMITTEE

MONDAY 9th JANUARY 2012 @ 7PM

Membership: Councillors Batchelor, Burden, Fraser, Fryer, Humphries, Nicklin and Ridout.

I request your attendance at a meeting of the above committee to be held in the **Copheap Room** at Warminster Civic Centre to transact the business set out below.

Yours sincerely,



Heather Abernethie
Town Clerk

A G E N D A

1. Apologies and Substitutions

2. Minutes

To approve and sign the minutes of the Finance & Assets meeting held on 7th November 2011

3. Chairman's Announcements

4 Declarations of Interest

To receive Declarations of Interest in accordance with the Model Code of Conduct for Parish and Town Councils Order 2007 and Council Standing Orders 60 and 61.

Members are also reminded of the need to observe paragraph 8 (1) (a) (viii) & 13 (2) of the Code which deal with changes to the Register of Members' Interests and the receipt of gifts and/or hospitality over the value of £25 whilst acting in an official capacity.

5. Petitions & Deputations

6. Public Participation – To allow members of the public to address the meeting. An allowance of three minutes per person is available to give comments on any item listed on the agenda.

7. Reports from Unitary Authority Members which are relevant to this committee.

8. Financial Information

a) Cheques issued for November and December 2011 for review and NOTING.

b) Accounts to 30th November 2011 for review and NOTING.
Questions can be raised on either item if required or submitted in advance to the Clerk.

c) Budget 2012/2013

The second draft of the next financial year's budget is attached for discussion. Full Council has requested that the committee review the budget to increase the precept to reflect a nil increase on the contribution from households rather than a nil increase in the precept. The number of Band D households has increased from 6207 to 6291. This will enable the Council to increase the precept by £6039 resulting in the precept increasing to £453,318. An overall increase of 1.35%.

A Separate budget has been put in to cover a contribution to CAB of £3500. The net effect on the overall grants budget is an increase of £1500.

Mayoral Expenses £1000 a net increase of £500. A proposal is being put forward to Full Council for members to consider refunding expenses on a quarterly basis to a total of £1000 for the municipal year.

The Maintenance budget for the Civic Centre increased from £3500 to £7539 Should the members wish the funds to be distributed differently please advise the Clerk accordingly.

The members to make a decision on the recommendations to be put forward to Full Council for ratification on the 16th January 2012.

9. Bank Mandate

The members to agree the inclusion of Kate Fryer on the Banking mandate and withdraw the signatory of Stephen Wheeler.

10. Correspondence

Please see the attached letter from The Chapel of St Lawrence thanking members for their grant of £1705 which has been spent on modifying the Chapel lighting system.

For NOTING.

11. Communications – The members to outline which items will need a press release.

Minutes from this meeting will be available to all members of the public either from our web site www.warminster.uk.com or by contacting us at Warminster Civic Centre