



Battle Town Council



**MINUTES of an additional meeting of the FINANCE & GENERAL PURPOSES COMMITTEE
held on TUESDAY, 19 NOVEMBER 2019 at The Almonry, High Street, Battle at 6.00pm**

Present: Cllrs G Favell (Chairman), V Cook, J Gyngell and C Would.

In Attendance: Cllr B Brown, C Harris (Town Clerk)

Public Question Time

None.

1. Apologies for absence – Cllr M Kiloh.

2. Disclosure of interest – None.

3. The minutes of the meeting held on 5 November 2019 were agreed and duly signed by Cllr Favell.

4. Almonry room hire

Members were reminded that the room is currently hired at a 'per session' rate. **Members agreed that a more flexible hourly rate should be introduced from April 2020; fees agreed as:**

	Community	Commercial
Hourly	£7.50	£15.00
Session (up to 3hrs)	£20.00	£45.00
Set up/tidy away	£3.50per hour	£3.50per hour

5. Almonry garden

As agreed by Committee, Cllrs Favell and Sharman had discussed proposals for the garden with Marilyn Waughman, Chairman of Beautiful Battle, following comments received from South & South East in Bloom judges. A report had been circulated, as attached. To allow for labels, improved signage and additional, good quality, planting **Members agreed to increase the budget(4215) for 2020/21 to £2,000.** It was suggested that a sign promoting the gardens should include the availability as a wedding venue.

6. Hire charges for junior pitch

The Clerk reported that the Environment Committee had agreed fees for both the adult and youth pitch should be charged at £50 per session. Advice had subsequently been received that this was not in accordance with best practice. The issue of number of matches had been raised and Members agreed that the Football Association should be approached to comment on this. **Members agreed a hire charge of £15 per match for the junior pitch.** The Clerk was asked to confirm periods required for training and matches to ensure no clashes in hire.

7. Financial matters

- Members agreed that there are no additional projects to be considered at this time. General reserves will be considered within the budget setting at next week's meeting.
- **Members agreed adjustments to budgets for 2020/21** as recommended, and justified, by the Town Clerk:

4000	Staff salaries	-	£130,000
4005	NI & pension	-	£60,000
4010	Staff Training	-	£2,000

Battle Town Council

4015	Staff travel	-	£400
4025	Van lease	-	£4,300
4055	Stationery	-	£1,200
4065	Insurance	-	£6,500
4075	office equipment	-	unspent funds be placed in an EMR
1100	Rental	-	£17,000
1110	Room hire	-	£1600

Members discussed the current fee arrangement for the **hire of the Wedding Venue and agreed revisions for 2020/21:**

	Wed – Friday and Sunday	Saturday and Bank Holiday
Battle residents (electoral register)	£300	£350
Non- Battle residents	£350	£400
1125	Wedding venue	- £650
4185	Rates	- £7,000
4195	Electricity	- £2,000
4200	Gas	- £4,000
4205	Gen maint	- unspent funds be added to EMR 325 Almonry repairs
4225	Wedding venue	- £500

- The Clerk reminded Members that one **staff member** is currently considering retirement. Members agreed that, if possible, a one month hand-over should be facilitated. The Personnel sub Committee are asked to begin preparation of job description etc.
- The Clerk was asked to research **Member allowances** paid by other local authorities for recommendation at the next meeting.
- There were no further requirements raised for the **2020/21 budget**.

8. Future agenda items

- Review all policies, as agreed at Full Council 20 August 2019
- To consider new NALC financial regulations

9. Date of next meeting: 26 November 2019 – Confidential item at 7pm

There being no further business, the meeting closed at 7pm.

CLLR G FAVELL
CHAIRMAN