

Lowestoft Town Council
Meeting of the Budget and Loan Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
13:45pm on Monday 20 February 2023

MINUTES

Present: Cllrs Wendy Brooks (Chair), Graham Parker, Andy Pearce and Sonia Barker

In Attendance: James Cox (Finance and Information Officer) and Taylor Williams (Committee Clerk)

233. Welcome.

The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

234. Approval of apologies for absence.

Apologies were received from Cllrs Green and Youngman with reasons provided.
Cllr Pearce proposed approval of apologies; seconded by Cllr Barker; all in favour.

235. Declarations of Interests and dispensations

235.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda

Cllr Barker declared she was a member of the Suffolk Wildlife Trust.

235.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted

None were received.

236. To consider the draft minutes of the meeting on 11 January, 16 January, 6 February and 13 February.

Cllr Brooks proposed approval of the draft minutes; seconded Cllr Parker; all in favour.

237. Public forum.

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

No members of the public were in attendance and no advance comments were received.

238. To review the 2022 – 2023 Lowestoft Town Council Budget (some aspects may be confidential).

It was noted that the Finance and Information Officer was working through the nominal ledger for the year.

239. To review Committee and Sub-Committee delegations (including new budgets and changes to budget responsibility arising from the recent Full Council decision regarding the future of the Town Council's grounds maintenance operations)

It was noted that the expenditure cap per item required an increase, except for the Finance and Governance Committee (F&G). Cllr Pearce proposed a recommendation be made to Full Council to increase the financial delegation to £7,500 for Committees and £3,750 for Sub-Committees and for the new Town Council to review this in May 2023; seconded by Cllr Brooks; all in favour.

Cllr Pearce proposed the Allotments budget and reserve be delegated to the Allotments Sub-Committee with a £3,750 per item expenditure cap; seconded by Cllr Brooks; all in favour.

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It was noted that new budgets had been created for the 2023-2024 budget and were not yet delegated. Cllr Pearce proposed the newly created budgets for water improvement and waste disposal be delegated to the Climate and Ecological Emergency Committee; seconded by Cllr Barker; all in favour.

Cllr Pearce proposed the new tree budgets under the Horticulture budget be delegated to the Parks and Open Spaces Sub-Committee, subject to the cap on per item expenditure; seconded by Cllr Parker; all in favour. It was suggested to amend the budget name to Tree and Hedge Planting.

Cllr Pearce proposed the Waterways and Ponds budget be delegated to Parks and Open Spaces, subject to the Sub-Committee expenditure limits; seconded by Cllr Barker; all in favour.

From the Repair and Maintenance budget, Cllr Pearce proposed the budgets for gutter clearing, fencing, walls and tarmacking be delegated jointly to the Assets, Inclusion and Development Committee (for works on a building) and the Parks and Open Spaces Sub-Committee (for works in parks or open spaces); seconded by Cllr Brooks; all in favour.

Cllr Pearce proposed the Repair and Maintenance Goods budget be delegated jointly to the Assets, Inclusion and Development Committee (for buildings and storage for bulk stock) and the Parks and Open Spaces Sub-Committee (for parks or open spaces), subject to per item expenditure cap; seconded by Cllr Parker; all in favour.

240. To receive an update on VAT advice and any implications for the Marina Theatre lease and Towns Fund project (confidential)

To be discussed in confidential session.

241. Date of the next meeting

The Finance and Information Officer would notify Councillors when a meeting was required.

242. Items for the next Agenda and Close

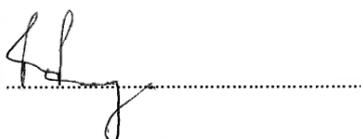
243. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any legal issues relating to the matters on this agenda.

Cllr Pearce proposed the meeting be moved to confidential session; seconded by Cllr Barker; all in favour.

The Chair closed the meeting to the public and moved to confidential session at 14:18

A confidential discussion concerning VAT advice took place.

The Chair closed the meeting at 14:29



Signed:
3 April 2023