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**LEWES
TOWN
COUNCIL**

To: **Cllrs Chartier; Daly; Dean; Eiloart; Murray (S); O'Keeffe; Rudkin; Turner**

A Meeting of the **Finance Working Party**, to consider the Council's forward plan, will be held on **Monday 28th October 2013**, in the **Yarrow Room, Town Hall**, Lewes at **6:30pm** which you are requested to attend.

S Brigden, Town Clerk
16th October 2013

AGENDA

1. PUBLIC QUESTION TIME

To consider any questions received regarding items on the agenda for this meeting.

2. APOLOGIES FOR ABSENCE:

To receive apologies from members of the Working-party who are unable to attend.

3. MEMBER'S DECLARATIONS OF INTEREST:

To note declarations of any personal or prejudicial interests in matters on this agenda.

4. REMIT OF THE WORKING-PARTY

To note the remit of the working party (*please see notes attached*):

5. DRAFT COUNCIL PLAN

To consider the matter of a forward plan for the Council*

* *Please see attached notes. Background material will be available on computer at the meeting for live analysis and modelling.*

Members may also wish to bring a copy of the current year's budget (previously provided)

*NB: POTENTIAL EXCLUSION OF THE PRESS AND PUBLIC

It is possible that, during the meeting, personal details related to past and present employees, and proposed expenditure on contracts for supply of goods and services (potentially commercially-sensitive) may be disclosed.

Should these circumstances arise; the chairman will be obliged to move:

“That in view of the confidential nature (*specified*) of the business to be transacted during the remainder of the meeting, pursuant to the Public Bodies (Admission to Meetings) Act 1960; any members of the press or public present be excluded and instructed to withdraw”

For further information about items on this agenda please contact the Town Clerk at the above address.



PUBLIC ATTENDANCE: Members of the public have the right, and are welcome, to attend meetings of the Council – questions about items on the agenda may be heard at the start of each meeting with the Chairman's consent.

Questions or requests to address the Council should, whenever possible, be submitted in writing to the Town Clerk at least 24 hours in advance. General questions can be raised at our offices between 9am and 5pm Mon-Thurs; 9am and 4pm on Fridays – our staff will be pleased to assist.

Distribution: Cllrs Chartier; Daly; Dean; Eiloart; Murray (S); O'Keeffe; Rudkin; Turner (*all Cllrs: for information*)

Copies for information: T/hall; LTC website; Lewes Library, Sx. Express, E.Argus, Mayor's Chaplain, Sx. Police, N Baker MP, LDC, ESCC, Fr'ds of Lewes

NOTES for Finance Working party 28th October 2013:

ANNUAL PLAN:

Members will recall that they earlier considered a motion proposing that the Council should formalize an annual plan for its projects and activities, which would then inform the budget process. It was suggested that progress against the plan could then be monitored in a similar way to the “traffic-light” system employed by the District and County Councils.

There was some discussion during which it was noted that the Council’s current budgeting process already took full account of all known and anticipated projects and demands upon resources, and it simply stopped-short of publishing a separate listing in the form of a plan. Progress on all activities was reported to Council as appropriate at every meeting.

There was some resistance to the idea of introducing additional bureaucracy in the Council’s working practices, and systems better-suited to the larger organizations of the principal councils, and members recognized the extra burden on resources that this would represent.

You are asked to discuss the creation of an annual Council Plan starting with one for 2014-15, for presentation to Council.

To assist you, a table showing the current status of all approved projects and financial reserves is appended.

LEWES TOWN COUNCIL

Reserves & Project funds at:

17th May 2013

RESERVES and PROJECT FUNDS									
	BALANCE b/fwd @ 31/3/10	BALANCE b/fwd @ 31/3/11	BALANCE b/fwd @ 31/3/12	Expenditure 2012/13	Contribution 2012/13	b/fwd @ 31/3/13	BUDGETED CONTRIB'N 2013/14	Funds Available 2013/14	Service A/c
Reserve funds									
R1 Town Hall maintenance	15,000	28,400	41,118		22,000	63,118	22,000	85,118	40
R2 All Saints maintenance	6,500	6,500	18,500	2,200	10,500	26,800	6,000	32,800	50
R3 Open spaces	10,000	11,000	11,060		1,000	12,060	1,000	13,060	70
R4 Priory account	3,000	1,920	2,220		280	2,500	280	2,780	71
gfR5 Pells lake	11,929	11,929	11,929		0	11,929	0	11,929	
R6 Pells	68,300	80,000	60,639		10,000	70,639	10,000	80,639	60
R7 Commemorations fund	14,500	17,000	19,500	2,500	2,500	19,500	2,000	21,500	20
R8 Environment enhancement	11,500	14,000	16,500		2,500	19,000	2,000	21,000	70
R9 Town Clocks	300	600	900		300	1,200	300	1,500	72
R10 Malling Community Centre	16,000	36,000	56,000	7,000	22,000	71,000	40,000	111,000	20
gfR11 Castle flighting termination		0	5,000		0	5,000	0	5,000	
gfR12 Grit bin grants		0	2,703		0	2,703	0	2,703	
R13 Election costs			3,800		3,800	7,600	3,800	11,400	20
R14 Devolution provision			0		30,000	30,000	30,000	60,000	20
R15 Computers/ICT	12,000	15,000	17,000	15,000	750	2,750	750	3,500	10
Projects:									
gfP1 Baxter prints	2,000	2,000	2,000	2,000	0	0	0	0	
P2 FoL Plaques	300	600	900		300	1,200	300	1,500	72
gfP3 Magic Circle	17,000	17,000	17,000	10,000	0	7,000	0	7,000	
P4 Tom Paine	5,750	4,370	0		0	0		0	
P5 <i>placeholder for future project</i>									
P6 T/hall access	10,000	20,000	23,000		3,000	26,000	0	26,000	
gfP7 Ouse gauge board	700	700	0		0	0	0	0	
P8 Allotments site improvements	20,000	29,000	34,000	44,000	10,000	0	10,000	10,000	80
P9 pedestrian crossings	15,000	30,000	45,000		0	45,000	0	45,000	
gfP10 20mph limit contribution			5,000		0	5,000	0	5,000	
P11 Replacement chairs			0	6,000	6,000	0	0	0	
TOTAL	239,779	326,019	393,769	88,700	124,930	429,999	128,430	558,429	
GENERAL FUND	334,368	392,260	426,883			383,636			