

LOUGHTON TOWN COUNCIL

RESOURCES AND GENERAL SERVICES COMMITTEE

MINUTES of the Meeting held on Wednesday 8 January 2020 at 7.00pm at Loughton Library & Town Hall.

Present:

Councillors: J Jennings (in the Chair)
J Angold-Stephens M Dalton S Murray
C C Pond as substitute for Cllr Jogia

Also present:

Councillors: Michael Stubbings
David Wixley (from Min no. RG213)

Officers: M Squire (Town Clerk)
B Smith (Assistant Town Clerk)

RG212 Apologies for absence

The Town Clerk reported that Cllr Pond had been nominated as Cllr Jogia's substitute for this meeting.

RG213 Declarations of Interest

None were declared.

RG214 Confirmation of Minutes

The minutes of the meeting held on 4 December 2019 were CONFIRMED as a correct record and signed by the Chairman.

RG215 Public Representations

None were received.

RG216 Matters for Report

216.1 Financial Assistance Working Group

The Committee CONFIRMED the three members of this working group to continue in 2020/21 in considering the applications to be the current members Cllrs J Angold-Stephens, J Jennings and S Murray.

RG217 Council-wide Priorities

Members discussed and AGREED the Council-wide priorities and also that the

- refurbishment of Kingsley Hall and the Hillyfields entrance should be added as a high priority for the Recreation Committee
- reaccreditation of the Local Council Awards to gold standard should be added as a high priority for the Resources and General Services Committee.

It was suggested that for all the Committees the ranking priorities should be consistent in format (i.e. numerical 1,2,3 or written (high, medium, low)

RG218 Estimates for 2020/21

RG218.1 Budget Review

The Town Clerk ran through the parameters and rationale of his work on the 2020/21 budget which were NOTED by the Committee.

RG218.2 Service Re-charges

The Town Clerk stated that there was unlikely to be any change in the estimated service recharge figures from earlier calculations. The report was NOTED by the Committee.

RG218.3 Tax Base

The new Tax Base for Loughton Town Council for 2020/21 was NOTED by the Committee.

RG218.4 Committees' Estimates

The initial draft estimate figures were NOTED pending revision.

RG218.5 Public Loans Outstanding

The information and potential costs for early redemption were NOTED.

RG218.6 Recommendation for Precept to the Council**Budget Review**

In lieu of a potential significant increase in budget, a reduction in savings from specific earmarked funds totalling £53,670 was AGREED.

RG218.7 Committees' Estimates

The Committee noted that a small provision of £200 would be added to cover the basic costs for the Loughton Town Council Horticultural Show for 2020.

The Committee RECOMMENDED to Council that the precept for 2020/21 be set at £756,445 with the budget details as follows:

Committee	Income		Expenditure
	£	£	£
Resources and General Services	35,515		458,236
Environment and Heritage	17,920		109,285
Recreation	131,595		410,054
Planning and Licensing	0		0
		185,030	977,575
Interest		6,000	
Increase / Decrease in Earmarked Reserves			
Resources & General Services			13,200
Environment & Heritage			-22,670
Recreation			3,970
Planning and Licensing			-24,800
Total		191,030	947,475
Net requirement		756,445	59.47

This would result in a 4.05% increase on the Band D charge from £57.15 to £59.47

RG219 Reserves Policy Review

The Committee **AGREED** that the proposed (amended) Reserves Policy is adopted

- i. to make the current policy and methodology less complex and easier to follow
- ii. in lieu of the new upgrade of the RBS Omega accounting system to the 'Rialtas Suite', where earmarked funds can be identified individually and entries to earmarked funds made as and when they occur
- iii. to continue a cautious approach to the level of General Reserves maintained
- iv. to continue to maintain a satisfactory level of General Reserves.

RG220 Agenda format review

- i. The Committee **AGREED** that agenda items run on a purely numeric order but maintaining the reference to the previous relevant minute number.
- ii. The Committee **AGREED** that a new 'Town Clerk/ Chairman's Report' agenda item to be introduced to the Council, Recreation Committee, Environment & Heritage Committee and Resources Committee agendas to highlight new items of interest/news. N.B. for discussion only - no recommendations or decisions can be made.

These changes should be reflected in amended Town Council standing orders if and where applicable.

Signed:
Date: 5 February 2020