



Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

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5 December 2019

To: All Members of the Finance and Administration Committee – Councillors S Abbott, P Anstey, R Hopkinson, M Jackson, D Jones, J Maloney, S Moysey, G Sanders, R Taylor.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and Administration Committee will be held on Wednesday 11 December 2019 in the Town Hall at 7.30pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

AGENDA

1. Apologies
2. Public Question Time and Petitions
3. Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

4. Matters Arising from the Minutes of the Finance and Administration Committee Meeting held on 30 October 2019 – *for information only*.
5. Grant Applications (Fifth Round) – The grants scheme for 2019/20 is being publicised and three new grant applications have been received for consideration at this meeting. Copies of the completed application forms are being sent to Committee members. The full applications, with supporting papers, can be viewed in the Town Hall during office hours and will also be available half-an-hour prior to the meeting.

The balances of the grants budgets for 2019/20 are as follows: Grants General/Section 137 (budget heading 102/1260 and 102/1262) £4,323; Methuen Hall (budget heading 102/1261) £3,995; Arts Centre (budget heading 102/1265) £2,000; Corsham Youth Zone (budget heading 102/1266) £1,750; Peacock Arts Trail (budget heading 102/1267) £0; Corsham Town Bowls Club (budget heading 102/1268) £0; Community/Village Halls

(budget heading 102/1271) £1,000. There are also earmarked reserves: Grant Reserve Fund (budget heading EMR 347) £3,829, and Grant Tourism/CADT £2,500 (budget heading EMR 361).

There is a limit to how much the Council can spend where it has no specific power. This is known as Section 137 expenditure and must be recorded separately in the Town Council's accounts. The limit for 2019/20 is £8.12 per registered elector, which equates to over £78,000. This is being increased £8.32 per elector for 2020/21. The Council is highly unlikely to reach this figure in any given year and spent £604 on Section 137 expenditure in 2018/19. Where grant applications are for activities funded through Section 137, they are identified below.

Details of the grant applications are as follows:

Awarded 2018/19	Requested 2019/20	Applicant & Purpose
General Applications		
£0	£500	iID (Inclusive Intergenerational Dance) – Towards eight visual art and movement to music sessions for a group of isolated older adults.
£0	£500	The Portable Wellbeing Studio – Towards a six-week residency at Corsham Primary School whereby a portable arts studio can provide mental health support.

Section 137 Applications

None for this meeting.

Requested for the 2020/21 Budget

£0	£10,000	Corsham RFC – Towards installation of a new sewerage treatment plant.
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- *for consideration and decision.*

6. Detailed Income and Expenditure Accounts (including the Town Hall) – To consider the financial report – *for review.*
7. Draft Budget 2020/21 (*Minute F&A 22/19*) – Further to previous meetings the Committee is asked to consider the attached budget report and make a recommendation on the 2019/20 budget and precept to the Full Council – *instructions requested.*
8. Review of Financial Regulations (*Minute F&A 47/18*) – Following recent guidance from the National Association of Local Councils draft updated Financial Regulations are attached for consideration. They are based on the NALC's template. It is recommended that the updated Financial Regulations be presented to Full Council for approval – *for consideration.*