



---

---

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

Tel: 01249 702130

Email: [towncouncil@corsham.gov.uk](mailto:towncouncil@corsham.gov.uk)

[www.corsham.gov.uk](http://www.corsham.gov.uk)

7 June 2018

To: All Members of the Finance and Administration Committee – Councillors S Abbott, P Anstey, Mrs R Hopkinson, M Jackson, D Jarman, D Jones, R Le-Var, S Moysey, 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 13 June 2018 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 11 April 2018 - *for information only*.
5. Grant Applications (Second Round) – The grants scheme for 2018/19 is being publicised and one grant application has been received for consideration at this meeting. A copy of the completed application form is being sent to Committee members. The full application, 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 2018/19 are as follows: Grants General (budget heading 102/1260) £6,400; Methuen Hall (budget heading 102/1261) £12,223; Arts Centre (budget heading 102/1265) £2,000. There are also earmarked reserves: Grant Reserve Fund (budget heading EMR 347) £5,829, 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 2018/19 is £7.86 per registered elector, which equates to around £80,000. The Council is highly unlikely to reach this figure in any given year and spent £1,454 on Section 137 expenditure in 2017/18. Where grant applications are for activities funded through Section 137, they are identified below. There are none for this meeting.

Details of the grant application are as follows:

| <b>Awarded<br/>2017/18</b> | <b>Requested<br/>2018/19</b> | <b>Applicant &amp; Purpose</b>  |
|----------------------------|------------------------------|---|
| <b>General Application</b> |                              |   |
| £250                       | £250                         | Springfield Art Group – Towards rent of facilities for arts and health and well-being activities. |

### **Section 137 Applications**

None for this meeting.

- *for consideration and decision.*

6. Presentation on Corsham Youth Zone and Future Funding Request – Emma Drage of Corsham Youth Zone will make a presentation on the group's activities and future funding requirements – *for consideration.*
7. Detailed Income and Expenditure Accounts (including the Town Hall) – To consider the financial report – *for review.*
8. Strategic Plan Monitoring and Evaluation (*Minute F&A 64/17 and others*) – The attached Monitoring and Evaluation sheet provides details of all the actions within the Strategic Plan themes covered by the Finance and Administration Committee (along with related actions which are monitored by other Committees/Council for information) – *for information and comment.*
9. Draft Indicative Budget Forecast (*Minute F&A 46/17*) – Further to previous discussions and following compilation of budget information from the capital programme, community infrastructure levy project list and Strategic Plan work, an indicative budget forecast is attached for discussion. The documents include a summary, list of major projects and project breakdown. The information is draft for discussion at this stage rather than a detailed plan – *for consideration.*