

Lowestoft Town Council
Meeting of the Budget and Loan Sub-Committee
Via Video Meeting
14:00 on 4 January 2021

MINUTES

Video meeting participants: Cllrs Sue Barnard, Alan Green (Chair), Graham Parker and Andy Pearce

Also participating: Shona Bendix (Clerk), James Cox (Finance and Administration Assistant) and Lauren Elliott (Committee Clerk)

111. Welcome

Councillors and members of the public were reminded of the right to report and the application of the video meeting protocol, and the meeting was welcomed.

112. Apologies for absence

There were no apologies. Cllr Neil Coleby had not provided apologies and was absent.

113. Declarations of Interests and dispensations

There were none.

114. Receipt of any comments and noting that the draft minutes of the meeting on 21 December 2020 will be considered at the next appropriate meeting

The draft minutes were noted.

115. Any advance comments from the public on any matters on this agenda

There were no comments.

116. The 2020 – 2021 Lowestoft Town Council Budget (some aspects may be confidential)

To be discussed during the confidential session.

117. The 2021 – 2022 Lowestoft Town Council Budget (some aspects may be confidential)

To be discussed during the confidential session.

118. Date of the next meeting

The Sub-Committee had been meeting weekly but it was agreed that a meeting on 11 January was not required. The next meeting date was agreed as 1 February at 14:00 and the Sub-Committee agreed it would like to meet quarterly thereafter.

119. Items for the next Agenda and Close

There were no requests for items to be added to the next agenda.

Cllr Pearce proposed moving the meeting into confidential session; seconded by Cllr Parker; all in favour. The Chair thanked those who had been viewing the meeting via live stream and the live stream was closed as the meeting went into confidential session. It was confirmed the meeting would end following the confidential session.

120. Resolution to close the meeting to the public:

116. The 2020 – 2021 Lowestoft Town Council Budget (some aspects may be confidential) – There were no new items for discussion since the last meeting.

117. The 2021 – 2022 Lowestoft Town Council Budget (some aspects may be confidential) – There was a confidential discussion about the Council Tax base and its effect on the budget.

Cllr Barnard joined the meeting 14:13

Cllr Green made a proposal regarding presenting options on the budget to Full Council; seconded by Cllr Barnard; all in favour.

Cllr Pearce made a proposal regarding the allocation of funds to general reserves; seconded by Cllr Green; all in favour.

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In previous years the Town Council has provided a leaflet to accompany the Council Tax bill. The Sub-Committee would like a leaflet produced to accompany the next Council Tax bill, to explain the Town Council's element of the bill. This will be considered by Full Council and officers will ensure details of the cost are available, and will consider how to make the leaflet as environmentally friendly as possible. Funding is available in the current communications budget.

The Sub-Committee would still like to meet quarterly and the date of the next meeting was agreed as 1 February 2021 at 14:00.

The Chair closed the meeting 14:50.

Signed:

1 February 2021