

Lowestoft Town Council
Meeting of the Budget and Loan Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
13:00 on 5 September 2022

Minutes

Present: Cllrs Wendy Brooks, Graham Parker and Keith Patience

In attendance: Sarah Foote (Deputy Town Clerk) and James Cox (Finance and Information Officer)

Public: There were no members of the public in attendance

30. Welcome.

The fire evacuation procedure and public right to report were explained, and the meeting was welcomed.

31. To receive and consider approval of apologies for absence.

Apologies were received from Cllrs Youngman and Green. Cllr Parker proposed acceptance of the apologies received; seconded by Cllr Patience; all in favour.

32. Declarations of Interests and dispensations.

Cllr Patience declared a local non-pecuniary interest as a Councillor for East Suffolk Council

33. To consider the draft minutes of the meeting on 22 August 2022.

Cllr Brooks proposed acceptance of the minutes; seconded by Cllr Parker; all in favour.

34. Public forum.

No advanced comments had been received. There were no members of the public in attendance, either in person or remotely via Zoom webinar.

35. To review the 2022 – 2023 Lowestoft Town Council Budget and reserves (some aspects may be confidential).

The current budget was shared along with a paper highlighting budget over and underspends and recommendations of how to address these. The main area of shortfall was the Grants and Community Safety Earmarked Reserve with a forecast shortfall of £41,578.16. Cllr Parker proposed a recommendation to Finance and Governance to reduce the grants budget this financial year and to review the grants quarterly; seconded by Cllr Patience and agreed (two votes in favour, one against). Cllr Brooks proposed accepting the rest of the recommendations in the document to use Earmarked reserves to cover any shortfalls and any underspends to go into Earmarked Reserves; seconded by Cllr Parker; all in favour.

36. To review the 2023-24 Lowestoft Town Council Budget and reserves including the following (some aspects may be confidential).

36.1. Public Conveniences

A paper was circulated ahead of the meeting outlining progress with the refurbishment of public conveniences during this financial year. Quotes for some of the refurbishments were still awaited.

36.2. Festive Lights

A paper was circulated ahead of the meeting outlining the budget and forecast spend for 2022-23 and a budget recommendation of £8,824.00 plus £6,294.80 from Earmarked Reserves for 2023-24 to cover the current contract. Cllr Brooks proposed acceptance of this

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recommendation but the motion was not seconded. No further decision was made on this item.

36.3. **Climate Emergency and Ecological**

A paper was circulated ahead of the meeting outlining the budget and forecast spend for 2022-23 and a forecast for 2023-24 and this was noted.

37. **Date of the next meeting.**

19th September 2022 at 13:00

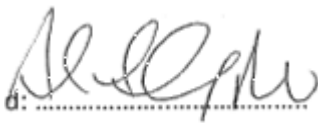
38. **Items for the next Agenda and Close.**

39. **To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any legal issues relating to the matters on this agenda.**

There were no confidential matters to discuss.

The chair closed the meeting at 14:05

Signed:

A handwritten signature in black ink, appearing to be 'A. S. G. W.', written over a dotted line.

3 October 2022