

# CALDICOT TOWN COUNCIL

Minutes of Estimates Committee held at 6.00pm on Tuesday,  
10<sup>th</sup> November 2020 at Caldicot Town Council via Starleaf Remote Meetings

**Present:**

<b>Cllrs:</b> D Evans, Mayor	R Garrick (Remote - left 6.20 pm)
R J Higginson, Deputy Mayor	J Harris
W Conniff	A Lloyd (Remote)
A Easson	M Mitchell
O Edwards (Remote)	F Rowberry

[In attendance: G McIntyre, Clerk (Remote) S King, Deputy Clerk; B Hodges (Remote)]

- 1 **Apologies** - Cllrs: D Ashwin, J Bond, J Dobson-Pettican
- 2 **Declarations of Interest - Forms to be completed** – No Declarations of interest
- 3 **To Consider Independent Remuneration Panel for Wales Draft Annual Report February 2021 - NB: consultation response by 23rd November 2020** [Circ]

**It was resolved to Accept the Independent Remuneration Panel for Wales Draft Annual Report.**

- 4 **To Consider Draft Estimates for Precept 2021/2022:** [Circ]

Draft estimates for precept 2021/2022 were considered in detail as circulated.

- (i) **To Consider any Increase in Town Council Burial, Allotment, Hire Fees** [P3]

**It was resolved that there be no increase in Town Council burial, allotment and hire fees for 2021/2022.**

- (ii) **To Consider Draft Revised Estimates 2020/21** [P4-11 Column 2]

Ref: P7 - 2310 – Caldicot Youth Group *delete* £9,000.00 *insert* £5,000.00  
Total *delete* £42,220.00 *insert* £38,220.00  
P11 – Total Expenditure *delete* 387,369 *insert* 383,369  
*delete* 362,259 *insert* 358,259

**It was resolved that the draft revised estimates 2020/21 be revised as above (ii)**

- (iii) **To Consider Draft Estimates 2021/22** [P4-11 Column3]

Ref: P6 – 2260 – Citizen’s Advice Bureau – *delete* £13,000.00 *insert* £15,000.00  
Total *delete* £113,690.00 *insert* £115,690.00  
P7 – 2310 – Caldicot Youth Group *delete* £9,000 *insert* £5,000  
P7 *Insert* MIND £2,000.00  
Total – *delete* £47,400.00 *insert* £45,400.00

**It was resolved that the draft estimates 2021/22 be revised as above (iii)**

**(iii) TO CONSIDER RESERVES POSITION**

**[P 12]**

**NB: Internal Audit comment re: Reserves Position – P12**

**Town Council's Reserves position was considered for 2021/2022.**

**It was resolved to earmark £10,000 to CCTV; additional £15,000 to KGVPF compound area = £80,000; additional £10,000 to play equipment = £30,000; unearmarked reserves £194,018 (based on 2019/20 audited accounts)**

**5 TO RESOLVE FOR CALDICOT TOWN COUNCIL TO FIX THE PRECEPT FOR SUBMISSION TO MON CC FOR 2021/2022**

**It was resolved that Caldicot Town Council fix the Precept for submission to Mon CC for 2021/2022 in the sum of £385,930 (three hundred and eighty-five thousand nine hundred and thirty pounds) – see *Final Accounts attached***

**6 To Consider Annual Investment and Reserves Strategies for 2021/2022 [Circ]**

**NB: To Consider Re-investment CCLA [1 year Dec 2020]**

**It was resolved to approve annual Investment and Reserves strategies for 2021/2022 - CCLA re-investment 1 year December 2020 and investment with Monmouthshire Building Society – see *update attached***

**7 To Consider and Approve Financial Risk Assessments [Circ]**

**It was resolved to Approve Financial Risk Assessments as circulated.**

**8 To Consider and Approve Financial Regulations [Circ]**

**It was resolved to Approve Financial Regulations as circulated.**

**(a) To Consider making payments to regular suppliers via internet bank transfer with usual controls in place ie 2 member signatories + Clerk/Deputy Clerk and cheque/payments lists to Council**

**[Ref: Regs 6 - Instructions for the making of payments]**

**(b) To Consider accepting payments from regular customers eg funeral directors via bank transfer with usual controls in place**

**[Ref: Regs 9 – Income]**

**It was resolved to approve (a) and (b) above, with usual controls in place.**

**9 To Consider and Approve Standing Orders [Circ]**

**It was resolved to Approve Standing Orders as circulated.**

**Members expressed appreciation to staff for work undertaken during a difficult time.**

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**(Mayor/Deputy)**

