

**SHOTTON TOWN COUNCIL  
CYNGOR DREF**



**Minutes of the hybrid Finance Committee meeting held on  
22<sup>nd</sup> January 2024  
Commencing 5.30pm, Hwb Cyfle, Shotton**

**TO RECORD ATTENDANCE:**

**Chair:** Councillor Doreen Mackie

**Councillors:** Mike Evans, Kelly Evans Brown, Tom Oldfield, Chris Risley, David Evans, Elwyn Jones

**Officers:** Collette Lowry (Clerk & Responsible Financial Officer)

**23/FC22 APOLOGIES FOR ABSENCE:**

To receive and accept any apologies from members prior to the meeting.

Members approved previously resolved apologies from Councillor Angela Engle (resolution 023/79).

Councillors Gary Cooper & Sean Bibby also sent apologies with the reasons being approved.

**23/FC23 DECLARATION OF INTEREST:**

To receive any declarations made by Members in accordance with Council's Code of Conduct.

There were no declarations of interest.

**23/FC24 THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To consider the exclusion of the public and press for the following item which relates to sensitive information such as the salary of the town clerk.

There were no members of press or public present.

**23/FC25 2024/2025 BUDGET ANALYSIS:**

Members were requested to review the draft budget line by line and amend as appropriate, in order to determine a decision at the February full council meeting.

Members analysed each cost code with its predicted expenditure and the clerk explained:

- That the Maintenance budget was set by Hawarden Community Council and had been resolved at the recent Joint Maintenance Committee meeting.
- Salary costs were determined by the Green Book agreement with HMRC & pension costs set in line with the salary.
- That it was a legislative requirement to include member's allowances within a budget regardless of whether they are claimed.

*D Mackie, 5/2/24*

- That the Christmas budget had been increased in order to enhance/develop current arrangements.
- That due to necessity some new categories had been introduced including: civic regalia, legal fees, member's training, maintenance vehicle/machinery contingency and defibrillators.
- That although grants were available for defibrillators, funds are still required for replacement components, cabinets and fitting of cabinets.
- That satisfactory ear marked reserves had been built on within the current financial year and would continue to be utilised/built upon for the following: elections, I.T/website, streetlighting, play areas and projects/events.
- That having been depleted in recent years, the general reserves were now moving towards being in line with recommended 25% of annual expenditure. (General Practitioners Guide).
- That although a near standstill budget was not recommended as a long-term option, due to the substantial increase in precept in 2023/4 it would be acceptable in the interim with a view to ensuring inflation and services/projects were considered within future budgets.

**IT WAS RESOLVED:**

- To investigate interest rates with the council's bank
- To further investigate telephone/broadband options
- To action repair/replacement of civic chains
- To replace the town centre noticeboard
- To ensure external quotes were sourced for town council managed play area structures

**IT WAS ALSO RESOLVED:** to recommend to February full council the following –

- To set the expenditure budget at £169,685
- To request the precept as following:

24/25		
Draft precept		£180,000.00
Tax base		£2,215.01
Band D charge		£81.26
Increase/decrease		£0.48
Percentage		0.60%

**23/FC26 DURATION OF MEETING:**

Chair closed the meeting at 18.35

*De Radia* 5/2/24.