

## **Minutes of the meeting of the Budget Advisory Committee**

**of Dronfield Town Council held in the Council Chamber on Monday 30<sup>th</sup> September at 10am**

**Present:** Cllr A. Foster (Chair), Cllr G Hopkinson, Cllr K Tait, Cllr R Welton and Cllr J Yates

**In attendance:** J. Mitchell (Town Clerk/Locum RFO)

**1. Appointment of Chair**

Cllr A Foster was nominated and seconded; no other nominations were received.

It was RESOLVED to elect Cllr A Foster as Chair of the Budget Advisory Committee.

**2. Apologies**

There were no apologies.

**3. Declaration of Interests**

There were no declarations of interest.

**4. Minutes**

Members reviewed the minutes of the Budget Advisory Committee meeting held on 7th May 2024.

It was RESOLVED to approve the minutes of the Budget Advisory Committee meeting held on 7<sup>th</sup> May 2024 as a true and accurate record of the meeting.

**5. Terms of Reference**

Members reviewed the Terms of Reference for the committee.

It was RESOLVED to recommend to council to adopt the Terms of Reference for the Budget Advisory Committee.

**6. Outstanding Debt**

Members received an update on outstanding debts.

It was RESOLVED to note the update and refer a further debt of £115 to the debt collecting agency.

**7. Bank Mandates**

Members reviewed the number of signatories permitted on each mandate.

It was RESOLVED to recommend to council to remove Cllr P Wright as a signatory from the bank mandate and Cllr G Hopkinson and Cllr J Yates from the CCLA account to enable staff members to be included on the mandates.

**8. Commercial Card Holders**

Members discussed taking out an additional Commercial Card.

It was RESOLVED to recommend to council that an additional Commercial Card is taken out for the Assistant Clerk and that the maximum balance is split between the two cards.

**9. 2024 – 2025 Budget**

Members reviewed the current budget up to month end 5.

It was RESOLVED to note the report.

**10. Earmarked Reserves**

Members reviewed the current earmarked reserves.

It was RESOLVED to note the earmarked reserves.

**11. 2025 – 2026 Budget**

Members discussed plans for the 2025 – 2026 budget planning and were informed some committees were yet to meet.

It was RESOLVED to bring a first draft of the budget and alternative options to the next committee meeting.

**12. Date of next meeting**

It was RESOLVED to hold the next meeting on 18<sup>th</sup> November at 9.30am

Meeting closed 10.30am.