

Minutes of the meeting of the Finance & General Purposes Committee

Held on 2nd November 2015 at 7.30 pm in the Bush Room

Present: - James Sumner (JS) (Chair), Alison Peters (AP), Marcus Fry (MF), Mike Webb (MW), Steve Blick (SB).

Graham Smith (Clerk)

1. Apologies accepted for Absence

None

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 7th September 2015 and Matters Arising

5.1. Approval of The Minutes of the meeting held on 7th September 2015

15.071 Resolved: The Minutes of the meetings held on 7th September 2015 were approved and signed by the Chairman

5.2. Matters Arising – None

5.3. Outstanding Actions - (JS) requested that he review (with (Clerk)) accounts and projections to year end.

F151102-01: Review accounts & projections to year end.

Action to JS & Clerk

6. Matters Arising from Committee Reports

6.1. Planning Committee – None

6.2. Footpaths & Allotments Committee – (MF) informed members that the 2016 walking calendar had been printed and was available for sale. Cost price this year was considerably cheaper than the previous year coupled with additional sponsors at a higher price has allowed the sale of the calendars to the community groups for £1 and that the PC contribution need only be £77 as against the previously approved £100.

6.3. Playing Fields & Open Spaces Committee – None

7. Financial Reports

7.1 Finance Report September & October 2015

(JS) informed Cllrs that he had reviewed the financial reports and had no questions or queries.

15.072 Resolved: The financial reports for September and October as presented were accepted as accurate.

8. Financial Matters

8.1 Income & Expenditure Variances 2014/15

(Clerk) provided within the agenda packs a review of income and expenditure against budgets over the past two years. This demonstrated areas where savings had been made against budget predominantly due to budgeted eventualities not occurring and informed Cllrs that the internal auditor recommendations of a surplus equivalent to 6 months precept held in the Councils current account will be exceeded (*).

Current Financial Status (Half Year)

Using the September 2015 reports the overall financial position of the Council can be defined as:

Current Year Fund	9,155
General Reserves	<u>26,153</u>
(6 month precept per auditor recommendation)	
<i>Surplus for Year to date</i>	35,308
Committed expenditure (as estimated 30/9/15)	-12,000
Wages & Salaries	-9,300
Approved goods not yet invoiced	<u>-3,000</u>
* <i>Outgoings for 2nd half of year</i>	-24,300
2 nd Precept Payment (&LCTR Grant)	27,362

Estimated end of year surplus **£38,370 (*)**
(Includes 6 month precept per auditor recommendation)

* Nb. This is a very rough calculation as it takes no account of future expenditure not included as committed expenditure or salaries.

Consideration was given to expenditure and the committee agreed that decisions relating to transferring, earmarking or spending should be considered prior to yearend.

8.2. 2016/17 – Income and Expenses for budgeting purposes

(Clerk) provided within the agenda packs a review of income and expenditure by budget heading and code for the period 2016/17 demonstrating a 2% increase on previous years and how this would affect the 2016 precept request. The Finance committee recommended that PF & OS committee and F & GP committee should consider no increase to the 2016 income and expenditure budget.

8.3 S137 Payments – Grant Aid

15073 Resolved: The committee recommends that the Parish Council makes the following Grant Aid awards for year ending 31-March-2014

- St Helens Preschool - £213
- Helmet - £250
- Marlwood School - £50

Royal British Legion - £75 (previously approved)

(Clerk) informed Cllrs that he had not approached community groups as in previous years as disappointment occurred with applicants when encouraged to apply only not to receive a grant. However, this year there was a lack of applications as a result. (AP) recommended that an extension for groups to apply for Grant Aid be given up to the end of January 2016 and publicised accordingly, whereupon the Youth Centre Application for a grant award would also be reconsidered.

2015/16 Grand Aid Total to date - £588.00

9. Authorisation of Payments

9.1. Payments made 5th October 2015 - Payments signed by Cllrs Paul Caddick & Mike Webb

Details	Ref.	£
Grounds Maintenance Contract - Sep	2603	1212.20
Litter Bin Empty – Aug / Sept	2604	66.10
Parish Council Insurance 2015/16	2605	2093.89
Total Payments		£3372.19

9.2. Payments made 2nd November 2015 - Payments signed by Cllrs Alison Peters & Steve Blick

Grounds Maintenance Contract - Sep	2612	1212.20
Allotment Water Charges	2613	202.53
Jubilee Hall Field - Water Charges	2614	26.20
Total Payments		£1,440.93

10. Correspondence

None

11. Website

None

12. Any other business

(SB) informed councillors that he had attended a crematorium campaign meeting.

Meeting Closed – 20.15

**The next meeting of the Finance and General Purposes Committee is on
Monday 7th December at 7.30pm.**