

Minutes of the meeting of the Finance & General Purposes Committee**Held on 7th December 2015 at 7.40 pm in the Bush Room****Present:** - Alison Peters (AP) (Chair), Marcus Fry (MF), Mike Webb (MW), Steve Blick (SB).

Graham Smith (Clerk)

1. Apologies accepted for Absence

James Sumner (JS)

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 2nd November 2015 and Matters Arising5.1. Approval of The Minutes of the meeting held on 2nd November 2015**15.088 Resolved:** The Minutes of the meetings held on 2nd November 2015 were approved and signed by the Chairman

5.2. Matters Arising – None

5.3. Outstanding Actions – (Clerk) informed members that (JS) forwarded an email confirming that action F151102-01 remains outstanding,

6. Matters Arising from Committee Reports

6.1. Planning Committee – None

6.2. Footpaths & Allotments Committee – None

6.3. Playing Fields & Open Spaces Committee – None

7. Financial Reports7.1 Finance Report November 2015

(JS) informed Cllrs (via email) that he had reviewed the financial reports and all appeared in order however noted that miscellaneous expenses were well over budget. (Clerk) explained to members that the payment to Crossmans Solicitors for the registration of Parish Council land with the Land Registry and an HMRC payment (where a refund is due) were both placed on the miscellaneous expenses line by the (Clerk).

15.089 Resolved: The financial reports for November as presented were accepted as accurate.

8. Financial Matters

8.1 Budgets & Precept

(Clerk) provided within the agenda packs an analysis of 2016/17 budgets taking into account no increases from the previous year in both income and expenditure. (JS) via email had queried – Bus shelter cleaning costs, Jubilee & Lime kiln playing fields (payments) and Footpaths other (payments). (Clerk) explained that these queries arose due to Notice Boards (repair & paint – code 4280 and Parish store – code 4290) being allocated a figure when actually they were budgeted £0 last year on the RBS system. The £420 bus shelter cleaning cost (code 4150) was re-budgeted on the RBS system when George Johnson resigned.

These corrections have been made on the Detailed Budget proposal for 2016/17 (Draft 3) as presented by (clerk) who altered the precept request by -£104 to £53,259.

	2014/15	2015/16		2016/17
	Actual	Budget	Projected Actual	Proposed Budget
Finance & GP - Expenditure	29603	32379	32031	32379
Income	3594	4485	5687	4485
Precept	55306	52237	52237	53259
LCTS Grant	2198	2198	2488	1177
Net expenditure	-31495	-26541	-28381	-26542
Parks & Open Spaces - Expenditure	27647	22189	22000	22189
Income	9353	2193	3140	2193
Net expenditure	18295	19996	18860	19996
Footpaths and Allotment - Expenditure	6653	7514	6200	7514
Income	1482	968	1052	968
Net expenditure	5171	6546	5148	6546
Total Budget - Expenditure	63903	62082	60231	62082
Income	71933	62081	64604	62082
Net expenditure	-8,030	-1	-4,373	0
Precept	55306 (inc overpayment)	52237		53259

(AP) proposed that the amended figure for the precept request and the revised budget set out in draft 3 were acceptable. (MW) seconded the proposal and all Cllrs agreed.

15.090 Resolved: The budget as presented and 2016/17 precept request are accepted by the F & GP committee.

9. Authorisation of Payments9.1. Payments made 7th December 2015 - Payments signed by Cllrs Marcus Fry & Steve Blick

Details	Ref.	£
Grounds Maintenance Contract - Nov	2624	1212.20
Grant Aid	2625	50.00
Grant Aid	2626	250.00
Grant Aid	2627	213.00
Internment of Ashes	2628	80.00
Room Hire	2629	92.53
Litter Bin Empty Oct/Nov	2630	66.10
Date Protection Registration	2631	35.00
Clerk Expenses	2632	84.03
Total Payments		£2,082.86

9.2. Recent Receipts

Cemetery – Memorial Inscription	Inc2569	40.00
Sponsorship – Walking Calendar	Inc2570	60.00
Sponsorship – Walking Calendar	Inc2571	60.00
Total Receipts		£160.00

10. Correspondence

(Clerk) had received an email from the Churchwarden at St Helens Church stating that they were very pleased to receive Councillors' original offer of help towards the cost of installing safety features in the tower. However, the offer was unsolicited, although most welcome. It was stated that the application form for Grant Aid is not easy to fill out without drawing information from other sources and involving several other very busy people. (St Helen's Church is currently trying to "Fly the Flag" AND also to "Keep Our Boat Afloat" during the Vacancy period), which involves a huge amount of extra work from all members of the volunteer "work force". Therefore there is reluctance to put further pressure upon them and Councillors advice on how we can proceed with this matter would be appreciated.

(AP) recommended that (Clerk) reply to the Churchwarden suggesting that the forms be completed where possible to do so and submitted with a brief explanation when questions within the form can not be answered.

11. Website

None

12. Any other business

None

Meeting Closed – 20.00

**The next meeting of the Finance and General Purposes Committee is on Monday
4th January at 7.30pm.**