

Swilland and Winesham grouped Parish Council

Clerk to the Parish Council: Steve Barron

Telephone: 07719 176917

Email: swill-witpc@outlook.com

Website: www.swillandandwinesham.onesuffolk.net

MINUTES

Finance Committee Meeting Monday 21st October 2019 at 7.30pm in the School Room at Winesham Baptist Church

1. Chairman welcomed everyone to the meeting. Present: Dr Nicol (Chair), Mr Rush, Dr Williams and Mr Stanley.
2. No Councillors' declarations of interest.
3. Minutes of the Finance Committee Meeting of 29th October 2018 were confirmed as a true record and signed by the chair.
4. To Review Parish Council spending for the year so far and any budget adjustments.
Hard copies of the Budget, Expenditure/Income, Cash Book spreadsheet were distributed. Clerk went through the forecast out turn on the sheet and pointed out various budget adjustments which may be required based on the forecast out turn. The Committee agreed to budget adjustments, specifically increases in Grass Cutting to £1900, IT to £650, Subscriptions to £525, Meeting Hall Hire to £250 and Bulbs/Shrubs to £125. Reductions in Auditing and Election Costs would balance these. **Clerk would update and circulate to the Committee. The £650 IT Budget was agreed to fund a new Parish Council laptop computer as the current one was not supported after January 2020.**
VHMC and the Village Hall Car Park repairs were discussed. **The Committee agreed to contribute a grant of £320.00p to the VHMC towards the Car Park repairs.** More generally as an ongoing process, where practical, following a request from the VHMC, the PC would look to place orders and pull together the funding using PC resources, grants and other sources of funding with the assistance of the VHMC.
5. To review the rents levied at the Playing Field and Allotment Gardens.
The committee discussed the allotments and decided that the rent rate of £10.00p per annum should remain unchanged.
The Playing Field rent fee charged to Winesham WASPs FC was discussed and it was agreed to raise this to £875.00p per annum as no increase had been made since before 2015.
6. PC annual donation for Hall Hire.
A S137 donation of £75.00p to Winesham Baptist Church for the use of the church as a meeting hall was agreed.

7. To review Community Infrastructure Levy (CIL) expenditure.
CIL funding for defibrillators had been approved totalling £2550, but not spent yet. The remainder (£2768) was earmarked for the Rec. Ground and Play Area.
8. To consider the Parish Council Budget for 2020 – 2021.
The committee agreed individual budget amounts for the draft budget column of the spreadsheet. After discussion and adjustments, **a balanced initial draft budget of £46,505 income and £46,605 expenditure for 2020-21 was agreed by the committee, to be presented to full council in November.** The budget included a major project of improvements to the Rec. Ground and Play Area totalling budget expenditure of £30k, balanced by potential grants of up to £22k, £2.5k CIL and £7k from earmarked reserves.
9. To set the Precept for 2020 – 2021.
This was discussed and after reviewing the spending plans for 2020-21, the committee agreed to propose a precept of £14,000.00p. This is an increase of £369.37 (2.7%). The precept had not been increased for several years.
10. Financial regulations update 2019
The latest NALC 2019 recommended Financial Regulations template, drafted for the PC by the Clerk, had been circulated prior to the meeting. It was agreed to recommend full council approve and adopt these at the November PC meeting.
11. Date and time of next meeting

TBA

Meeting closed at 9:25 p.m.



29/6/20