

Swilland and Witnesham grouped Parish Council

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MINUTES

Finance Committee Meeting Monday 29th October 2018 at 7.30pm in the School Room at Witnesham Baptist Church

1. Chairman welcomed everyone to the meeting. Present: Dr Nicol (Chair), Mr Rush, Mr Lightfoot and Mr Stanley.
2. No Councillors' declarations of interest.
3. Minutes of the Finance Committee Meeting of 30th July 2018 were confirmed as a true record and signed by the chair.
4. To Review Parish Council spending for the year so far.

Hard copies of the Budget, Expenditure/Income, Cash Book spreadsheet were distributed. Clerk went through the forecast out turn on the sheet to aid the committee's understanding.

Major projects which included a VAS and 30mph refurbishment (pending any future full council approval), plus the Recreation Ground / Play Area, were all viewed as in scope and progressing to completion in 2018-19 financial year. The Village Book project was also expected to complete in 2018-19 financial year.

A request for advice from the VHMC was still pending, for costs of proposed tables and storage etc for the Village Hall.

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 Witnesham WASPs FC was discussed and it was agreed to keep this at £850.00p per annum.

6. To consider potential Community Infrastructure Levy (CIL) plan.

There had been a recently received CIL payment made by SCDC to the Parish Council of £417.76. This was lower than expected and the accompanying email indicated that there were unlikely to be any additional payments in the immediate future. The clerk reminded the committee that CIL payments to PCs have guidelines (issued by SCDC) about what the funds can be spent on and a time restriction of five years is applied to use the fund, otherwise it

could be reclaimed by SCDC. CIL allocated to Parish Councils (the 15%) had to be spent under the specified PC spending powers used, under the LGA 1972.

The clerk also reminded the committee about the strategy of creating a unique earmarked reserve slot, based on date of receipt, for each payment received, so the Clerk could then manage any Annual Returns to SCDC and enable council to be kept up to date on CIL funding status.

It was agreed that the CIL reserves which totalled £5251.68p should be considered as available if needed, particularly for Play Area and Village Hall projects.

7. To consider the Parish Council Budget for 2019 – 2020.

The committee agreed individual budget amounts for the draft budget column of the spreadsheet. After discussion and adjustments, a balanced initial draft budget of £14376.57 income and £14195.00 expenditure for 2019-20 was agreed by the committee, to be presented to full council in November.

The committee were reminded of the S137 donation of £70.00p to Witnesham Baptist Church for the use of the church as a meeting hall which was agreed.

8. To set the Precept for 2019 – 2020.

This was discussed and the committee agreed to keep the precept unchanged for the amount paid per resident for 2019-20. The exact amount would be clarified once the guidance for this year's precept from SCDC had been received to align the actual figure to the 2018-19 amount of £13,316.57.

9. Date and time of next meeting

TBA

Meeting closed at 8:40 p.m.