

## **FLITTON AND GREENFIELD PARISH COUNCIL**

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The Church Hall  
Brook Lane  
Flitton  
MK45 5EJ

4th January 2018

A **Meeting** of the **Flitton and Greenfield Parish Council** Finance Committee will be held on **Wednesday 10 January 2018** commencing at **18.00h** at the Church Hall Flitton

*Deborah Lawson*

Deborah Lawson, Clerk to the Council

### **AGENDA**

**1. APOLOGIES AND DECLARATIONS OF INTEREST**

To receive apologies for absence and any specific declarations of interest or requests for Dispensations

**2. MINUTES OF LAST MEETING (attached)**

To confirm the Minutes of the meeting held on 18 October 2017 and consider matters arising for information only

**3. BUDGET 2017/18 QUARTERLY ACCOUNTS REPORT and BANK RECONCILIATION**

The reconciliation and income/expenditure for Q3 balances and is to follow

**4. BUDGET 2018/19**

A copy of the projected spends 2017/18 and estimates for 2018/19 is attached with the recommendation for a 3.2% precept change from last year

**5. RISK REGISTER**

To approve an annual update of the corporate and other risk registers – to view please click here <https://flittongreenfield.bedsparishes.gov.uk/finances/>

**6. GRASS CUTTING CONTRACT**

The contract specification was sent out before Christmas for contractors to complete with a deadline of 17 January 2018. Any update will be reported to the meeting.

**7. CENTRAL BEDS COUNCIL BUDGET 2018 CONSULTATION**

CBC has launched Consultation about their draft revenue and capital budgets with a deadline for comments by 29th January. To support this, they have issued a summary document which outlines the key elements of both budgets. The questionnaire invites feedback on the overall strategy and specific proposals on Council Tax, including the Adult Social Care precept. The content is also available online [www.centralbedfordshire.gov.uk/budget2018](http://www.centralbedfordshire.gov.uk/budget2018)  
We are invited to comment

**8. INFORMATION ITEMS**

**9. NEXT MEETING** 11 April 2018

## **FLITTON AND GREENFIELD PARISH COUNCIL**

Minutes of the Finance Committee held at the Church Hall, Flitton on Wednesday 18th October 2017

**Present:** Cllrs N Arthur (Chair), N Thompson, M Gates, J Fisher, M Lowe, P Woodland, B Rishton and T King and D Lawson (Clerk)

### **1. APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST**

Cllrs G Ellis sent apologies

### **2. MINUTES**

The minutes of the meeting held on 5<sup>th</sup> July 2017 were received and were signed as a true record by the Chair  
There were no outstanding matters

### **3. REQUEST(S) FOR FUNDING**

The request for funding made on behalf of the Village Gala Committee for a second defibrillator on top of the funding raised for the first one at the Village Hall, was considered.

There was considerable discussion about the siting of a second defibrillator with debate about whether it could be located in either Wardhedges or Greenfield. It was felt that the reason the Church hall had been identified was because the siting would be within the PC's control as there is a readymade electricity supply at the phone box already paid by the PC. If the units were sited elsewhere in the community there was not an obvious choice of location with a free electricity supply. The two pubs in Greenfield and Wardhedges may be possibilities for the future.

In agreeing to the grant application, Members noted that the siting of a second defibrillator in Flitton was not ideal, but was better than just one. Members felt they should encourage the momentum to ask the community to consider fund raising and looking after another two units to extend the range to the whole village, but as a project for next year.

It was agreed to grant the £600 contribution to the unit, up to £200 for installation and the ongoing £95 for maintenance.

**DL**

**AGREED** that a grant of

- £600 towards the unit cost
- Up to £200 for installation
- £95 per year for maintenance

be made to the Gala Committee and they be thanked for their fund-raising efforts and initiative in championing the project, but asked to consider whether they may do the same next year.

**DL**

### **4. BUDGET 2017/18 QUARTER 2 ACCOUNTS REPORT AND BANK RECONCILIATION**

The Clerk presented the Q2 accounts and these were considered and noted, as was the quarterly reconciliation which showed a correct balance

### **5. EXTERNAL AUDIT FOR THE FINANCIAL YEAR ENDED 31 MARCH 2016**

The external audit had been completed and the accounts had been qualified for reasons set out in the Issues Arising Report from BDO.

There was discussion about the grounds and Members agreed to consider these in future year audit submissions, to avoid qualification.

The Clerk noted that all statutory notices were on display on the noticeboard and the Parish website.

**All**

### **6. LITTER PICKER EMPLOYMENT**

There had been one approach about the position, but no follow up by the applicant. Members were happy for the Clerk to be delegated responsibility to employ a litter picker should there be a suitable applicant.	<b>DL</b>
<b>7. MUGA</b>	
The financial situation was noted and the PayPal system now operational. The Chairman agreed to sign a Deed of Gift and make a retrospective transfer of the MUGA balances and responsibility to the Parish Council. The Clerk will get the signature of the MUGA Treasurer to finalise the document.	<b>DL</b>
<b>8. BUDGET 2018/19</b>	
It was noted that any ideas for budget requirements 2018/19 to be passed to the Clerk prior to the budget making process. Cllr Lowe mentioned a possible request relating to the gate and access to the Playing Field and it would be considered in due course	
<b>9. INFORMATION ITEMS</b>	
Cllr Thompson raised a concern about the possible funding formula at the Solar Farm based on what had been said earlier and it was agreed to look back over records to see if there was any written documentation about this	<b>DL</b>
<b>10.NEXT MEETING</b>	
Weds 10 <sup>th</sup> January 2018	

The meeting ended at 21.15h

Signed

Chairman  
10 January 2018