

# **FLITTON AND GREENFIELD PARISH COUNCIL**

Clerk to the Council: Mrs D Lawson  
Tel no: 01525 860377  
clerk@flittongreenfield.or.uk

The Church Hall  
Brook Lane  
Flitton  
MK45 5EJ

20 December 2018

A **Meeting** of the **Flitton and Greenfield Parish Council** Finance Committee will be held on **Wednesday 9 January 2018** commencing at **18.30h** 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 17 October 2018 and consider matters arising for information only

### **3. BUDGET 2018/19 QUARTERLY ACCOUNTS REPORT and BANK RECONCILIATION**

The reconciliation and income/expenditure for Q3 (end December 31<sup>st</sup>) will follow and balances as of today

### **4. BUDGET 2019/20**

A copy of the projected spends 2018/19 and estimates for 2019/20 will be circulated with examples of a 0% precept change from last year

### **5. GRANT APPLICATION**

A grant application for £650 has been submitted by David Sedgley on behalf of the Friends of Flitton Moor for organised work parties to carry out two days work on the Moor under the Friends supervision. We have funded this in previous years

### **6. 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/>

### **7. BEDFORDSHIRE FIRE AND RESCUE AUTHORITY (FRA) BUDGET 2019/20**

Our views are sought on whether the FRA proposed increase in Council Tax of just over 5 pence a week, or £2.86 a year on the current Band D Council Tax of £95.59, is reasonable. Currently there is a gap in their budget forecast for 2023/24 of about £1m, which the FRA is considering closing by un-allocating some reserves and finding new savings and efficiencies that will be introduced over the coming years. To manage Government funding reductions, the Authority has introduced savings and efficiencies of £5.811m, with at least a further £1.017m planned. The current Band D council tax for the Fire and Rescue Service is £95.59 per annum.

Their draft budget proposes a council tax increase of 2.99%, increasing the Band D charge to £98.45 per annum or an increase for a Band D property of £2.86 per year or just over 5 pence per week.

They would like our view on whether this increase is reasonable or not plus any ideas for finding further savings in the future. We are asked to respond to the questions below by Friday 25 January

The questions are:

- 1) Do you agree that the Fire and Rescue Authority should raise its council tax by 2.99% (or £2.86 for a Band D property) for 2019/20, in order to retain the current service level provisions? Yes or No
- 2) Would you support an increase for the Fire and Rescue Authority budget in the range between £3.00 and £5.00 a year for a Band D property? Yes or No
- 3) With a budget gap forecast in the near future, are there any areas that you think the FRA should consider for efficiency savings?

**8. INFORMATION ITEMS**

**9. NEXT MEETING** 10 April 2019

## **FLITTON AND GREENFIELD PARISH COUNCIL**

Minutes of the Finance Committee held at the Church Hall, Flitton on Wednesday 17<sup>th</sup> October 2018 18:45h

**Present:** Cllrs N Thompson (Acting Chair), M Gates, G Ellis (apology for late arrival), P Woodland, T King and D Lawson (Clerk)

Plus Lucy Harris Flitton Flicks

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

Cllr N Arthur sent apologies and the Clerk declared an interest in the grant application, although not a personal interest.

### **2. MINUTES**

The minutes of the meeting held on 4 July 2018 were received and were signed as a true record by the Chair They had already been reported to the Council meeting.

There were no outstanding matters.

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

Lucy Harris came to speak to the Council about her application for funding of black out blinds, for the new community cinema project the 'Flitton Flicks'. It was for £350 to help cover the costs of the blinds at the Church Hall windows.

She outlined the proposal for the cinema and hoped that it would continue well beyond the first year when it may have covered costs and be in a position to donate any profit to charity. The blinds were essential to make the project work after a trial run had shown that there was light escaping behind the curtains and no blind at all at the top window. The blinds would also be useful for other community events (e.g. history talks) especially where a projector is involved

Following a question, Lucy said that she would ask her co helpers to consider showing children's films over the summer months as well.

The Chairman of the Committee had suggested that as the blinds would be beneficial to all users including the Council, that the invoice should be directly paid by the Council.

The grant of £350 was agreed and the project wished every success for the future.

RESOLVED: that a grant of £350 be paid towards the fitting of black out blinds at the Church hall

**DL**

### **4. BUDGET 2018/19 QUARTER 2 ACCOUNTS REPORT AND BANK RECONCILIATION**

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

The Chairman of the Committee had made a couple of comments about the presentation of the accounts and these would be incorporated.

### **5. COMPLETION OF THE AUDIT FOR THE YEAR ENDED 31 MARCH 2018**

The External Auditor had signed off the Councils Accounts and made two minor comments.

It was agreed that to avoid censure about not complying with dates in 2019/20, there should be an additional Finance Committee meeting in June each year.

The petty cash box will also be ignored next year as the Council does not use petty cash.

**DL**

<b>RESOLVED</b> that the AGAR external auditors report be noted and the changes mentioned above be actioned in 2019/20	<b>DL</b>
<b>6. BUDGET 2019-2020</b>	
The Clerk said that it was the right time for Committee Sub Chairs to start thinking about the budget for next year. Plus, the Council needed to include a figure of £3000 to cover a possible contested election in 2019/20. The Sub Committee Chairs were asked to let the Clerk know asap if they had any proposed expenditure in 2019/20	
<b>7.. INFORMATION ITEMS</b>	
The Clerk mentioned to Cllrs the need to review her £10 a month allowance for working at home which covers space, electricity, heating costs, use of internet and phone calls (including own mobile) which had remained the same since 2013. Costs and in particular landline telephone charges had increased since then and Cllrs were asked to consider whether to pay an additional £9.99 Cllrs agreed that this was reasonable and a decision would be made at the next Council meeting. A quote had been received for the daffodil bulbs at £95 per 1000 and this would be implemented, any ideas on planting should be submitted to the Clerk. A possible insurance claim at the playing field for the burnt-out bins was discussed and a few replacements considered. It was decided to ask the Sub Committee to look at this in terms of the excess payable and what the voluntary litter pickers may want. It was noted that the defibrillators were covered under 'general contents' on the insurance provision and had been added to the Councils asset register. The defibrillator costs were still being agreed with the Gala Committee and a further contribution would be made to the Council to cover all outstanding costs, excluding the grant made	<b>DL</b>  <b>DL/ALL</b>  <b>NA</b>
<b>NEXT MEETING</b>	
Weds 9th January 2019	
The meeting ended at Signed	
Chairman 9th January 2019	