

FLITTON AND GREENFIELD PARISH COUNCIL

Minutes of the Finance Committee held at the Church Hall, Flitton on Wednesday 11th January 2017
Present: Cllrs N Arthur (Chair), N Thompson, P Woodland, T King, G Ellis and D Lawson (Clerk)
 Angela Ayres attended for Item 3 on the agenda

1. APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST

Cllrs G Ellis sent apologies for late arrival at the meeting.

2. MINUTES

The previous minutes had been presented to the last Council meeting, but were signed by the Chair

3.COMMUNICATION ISSUES

Angela Ayres spoke to the meeting about Flit'n'More (FM) and Communication issues.

Members thanked Angela for the outstanding work she did on FM, a useful and really nice local source of information which perfectly suited the village's needs. They noted the upward creeping cost of the current printing company and it was agreed that 20 pages was generally about right, although it may increase to 24 if there was a lot of copy. Everyone would want to continue to see a hard copy delivered to every household in the Parish with a few spare and Pat was thanked for her sterling work on distribution.

On the basis of an ongoing 20 page print roll and 700 copies, it was agreed to try a new on-line printing company Solo Press because the printing costs were cheaper (£387 for 20 pages as opposed to £430 by Fidelity) and included delivery. This would be trialled for a couple of editions.

It was agreed that the advertising revenue should continue to be retained by the PCC as the magazine is still a Church newsletter although it doubles up as a great community information asset.

Angela brought the Committees attention to the number of social media outlets covering the Parish and suggested that a meeting be organised to bring all the contributors together. it would be useful if some help could be found for FM and good if all those involved in publicity in the parish could work together. A couple of residents with graphics and social media skills would also be invited to the meeting, along with any young people who may benefit from editorial or communications experience

Angela was thanked for attending the meeting and bringing the issues above to the attention of the Council

AA

AA/DL

4. REQUEST(S) FOR FUNDING

The request for funding by the Friends of Flitton Moor was considered and Members agreed to provide grant funding to cover the two work days at a cost of £695. The Clerk noted that in addition to the information provided, the Friends would like to pay for some wood sculptures to be created on the Moor, but Members asked that a separate application be submitted for this. In terms of future funding of ongoing maintenance work, the Committee agreed that they could not commit to this in advance, but would look sympathetically at any future applications to be made

Agreed:

That a grant of £695 be made for maintenance work on Flitton Moor

DL

5. BUDGET 2016/17 QUARTERLY ACCOUNTS REPORT and BANK RECONCILIATION

The Clerk presented the Q3 accounts and these were discussed. The differences between the projected end of year spend and actual spend was

<p>discussed and it was noted that overall the budget had been pretty accurate, saving the unplanned Highway expenditure this year. The quarterly reconciliation showed an almost correct balance (17p discrepancy) and this was noted.</p>	
<p>6. BUDGET 2017/18</p>	
<p>The budget estimates for 2017/18 were considered and it was noted that</p> <ul style="list-style-type: none"> • there was a shortfall in this year’s budget to take into account the amounts being transferred to the accumulated funds • there would be a shortfall in the next two year’s (2017/18 and 2018/19) budgets for the same reason with a 0% change precept • It was agreed that the accumulated funds, particularly for the MUGA re-surfacing and contingencies were important and should continue at the level suggested. • The spend on Highways should be increased in the current and next two year’s budgets to cover the cost of LTP match funded work to be undertaken as agreed by the Highways Sub Committee • A commitment to the cycleway project be allocated to the 2017/18 budget • Day to day running costs should remain at the same level of service as in the previous year <p>For these reason it was agreed to consider an increase in the Precept this year. Various figures were discussed and consideration given as to how much any increase would cost an average band D household. It was suggested that the Precept should increase by 7.5% to be £43,122 and this would increase the Band D tax by approx £5 per year. Members were in favour of this figure.</p> <p>AGREED TO BE RECOMMENDED To recommend to the Council that the Precept for 2017/18 be £43,122</p>	<p>DL</p>
<p>7. RISK REGISTER</p>	
<p>The Clerk circulated a draft Corporate Risk Register, based on the BATPC model and this was discussed. It was agreed to add Risk Registers to this for the various sub committees and present to the next Council meeting AGREED TO BE RECOMMENDED The Corporate risk register be adopted by the Council</p>	<p>DL</p>
<p>8. EXTERNAL AUDIT</p>	
<p>The information about the future external audit from the BATPC was noted as was the name of the new company (Mazars LLP) which will provide the service in Bedfordshire until 2022. The arrangements will not change until the next financial year.</p>	
<p>9 CENTRAL BEDS BUDGET CONSULTATION</p>	
<p>The CBC draft budget proposals were discussed and the application of the Adult Social Care precept (an increase of up to 3%) resulting in a weekly increase of 78 pence in council tax for an average household (Band D) was noted. There would also be an increase 1.75% to contribute towards the funding of other services. This, combined with the proposed 3% increase would result in a total weekly increase of £1.24 for an average household (Band D). Members were asked to respond individually to the ongoing consultation and the Clerk noted that this had already been advertised on the Parish website.</p>	
<p>10. INFORMATION ITEMS</p>	
<p>(i) The Clerk mentioned that HMRC had requested all future payments be made on-line instead of by cheque. This had prompted another look at on-line banking and it appeared that this</p>	

<p>(ii)</p> <p>(iii)</p>	<p>might now be possible with three named Councillors on a new mandate, with two authorisations required each time. It was noted that there are currently 5 authorised signatories and out of these, three were selected – Cllrs Arthur, Thompson and Woodland</p> <p>The Chairman had recently received a flyer for a commercially run activity at the Playing Field, which had not been approved by the Council. Concern was expressed about ensuring there was third party liability cover during such activity and it was agreed that the Playing Field signage needs to be altered to make clear that any ‘organised’ activity needs prior approval by the Council so that the necessary insurance cover can be stipulated and a nominal charge levied. The Clerk agreed to contact the advertised activity organiser and Members were asked to keep an eye out for any other unauthorised use. The clerk suggested that the MUGA secretary may be in a good position to monitor use in future and this could be considered.</p> <p>The Cemetery Sub Committee had recently reviewed its fees and charges and these would be presented to the next Council meeting for approval</p>	<p>DL</p> <p>DL</p> <p>TK</p>
<p>11. NEXT MEETING</p>		
<p>The next meeting will take place on 12 April 2017</p>		

The meeting ended at 22.00h