

FLITTON AND GREENFIELD PARISH COUNCIL

Minutes of the Finance Committee held at 70 Wardhedges Road, Flitton on Wednesday 21 October 2015

Present: Councillors N. Arthur (Chair), N Thompson (ex officio), P Woodland, G Ellis and T King

Also Present: D Lawson: Clerk to the Council

1. APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST

The Clerk declared an interest in any matter relating to the Church Hall

2. MINUTES OF THE LAST MEETING The Minutes of the meeting held on 6 July 2015 were approved and signed with a couple of minor amendments/corrections which had already been made

3. REQUEST(S) FOR FUNDING

There were several requests for funding which had been submitted by Simon Sadler and Cllrs considered these one by one

- Portable PA system - it was agreed to fund the purchase of the amplifier and microphone as requested at £265. Cllrs decided that the PC will be the custodian and so will own & insure it and people can ask to borrow it.
- Safety barriers - agreed to £300 for safety barriers as a general contribution to the Potato Race on the basis that they can be borrowed by others for village events if needed
- Flags - Cllrs did not agree to the start and finish flags for the Potato Race in view of funding above
- Flag pole. Cllrs requested costs for the repair to the existing pole at the church by a specialist company (if necessary) as opposed to the cost of a new pole at the Village Hall. However the feeling was that the Council would prefer to repair the existing pole than pay for a new one.

There had also been a request for the Council to make up any difference in S106 funding that the Village Hall Committee may be able to apply for, if CBC had not managed to collect all the funding from developers. The Clerk agreed to check the latest balance. However meeting any funding gap would be deemed as a loan to the Village Hall Committee until the full funds were made available by CBC. This would be subject to an agreement that the funds would be paid back to the Parish Council even if the CBC funding is not forthcoming.

AGREED

- (i) to fund the purchase of the amplifier and microphone as requested at £265

- (ii) agreed to £300 for safety barriers as a general contribution to the Potato Race
- (iii) possibly loan the Village Hall Committee a funding gap difference if required

4. S106 FUNDING FOR RECREATION AND COMMUNITY HALLS

Following sight of all the necessary receipts, it was

AGREED

to invoice CBC for the S106 funding relating to

- £10,516.44 for the Outdoor project and
- £2921.00 for the kitchen and associated work at the Church Hall

5. QUARTERLY ACCOUNTS REPORT and BANK RECONCILIATION

(i) The Clerk presented Q2 accounts and these were discussed. There were a couple of anomalies which the Chairman and Clerk explained and the main overspends related to the purchases which are being claimed back above through the S106 funding. Most of the other overspend related to unexpected payments which had arisen during the year and not been budgeted for.

There was a discussion about litter picking and it was decided to continue the current arrangements without any change for the time being.

The Cemetery was showing an under spend and it may be possible to vire funds across to the overspent areas.

(ii) It was noted that income from the Cemetery, Allotments and Playing Field were all less than expected and the reasons for this were discussed

(iii) The quarterly reconciliation showed a correct balance and this was noted.

6. SUB COMMITTEE BUDGETS 2015/16

All Sub Cttee Chairs were asked to let the Clerk have any specific budget requirements for the next financial year. The budget will be finalised at the Finance Committee Meeting in January 2016, but preparation will be during the late autumn time. This would also need to include any expenditure for the Neighbourhood Plan. It was not known yet whether Highway match funding would be available next year and further enquiries would need to be made about this.

7. WORK TENDERS

The Council has three areas of work which have been tendered.

The general grass cutting contract expires this year and should be re-tendered before the start of the 2016 -17 financial year.

The other two work areas were tendered in 2014 without a specific end date.

There followed a general discussion about how the work should be divided up in future bearing in mind that Cllrs had suggested some contract changes. One related to grass cutting in the cemetery and the Clerk agreed to talk to the gardener about this.

The thinking was that the cemetery gardening contract may be wrapped up as one complete area of work, the grass cutting of all verges, amenity land and playing field as another and all the rest of the work to include general maintenance and other gardening work at the allotments and other ad hoc areas as the third.

In the meantime work which would be done by the general maintenance contractor would be allocated to other contractors until further notice.

AGREED

That further discussions be held

8. ANNUAL RETURN FOR THE FINANCIAL YEAR - 31 MARCH 2015

The successful conclusion and cost of the External Audit was noted

9. INFORMATION ITEMS

The Clerk informed the meeting that the Deposit Account had been successfully changed to a better interest bearing account.

10. NEXT MEETINGS

The schedule of meetings for the remainder of 2015/16 was noted.

The meeting ended at 21.30h

Signed this 11th day of January 2016