



MINUTES OF THE MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

Held on **Thursday 14 January 2016** at **7.45 pm** in the Parish Office

Present: Councillors Fitzwilliams, Ms Healy and Jones. Cllr Dr Barnard joined the meeting later

In the absence of Cllr Harrison, Cllr Fitzwilliams agreed to chair the meeting.

F082. Apologies for absence

Apologies were received from Cllr Mrs Barnard and Cllr Harrison.

F081. Declarations of interest and dispensations

It was noted that Cllr Dr Barnard had a standing interest as both a borough and town councillor.

F083. Minutes of the meeting of 10 December 2015

The minutes of the previous meeting were circulated to members ahead of the meeting. It was proposed by Cllr Fitzwilliams, seconded by Cllr Healy and RESOLVED to approve and adopt the minutes of the meeting of 10 December 2015.

F084. Matters arising from the last meeting

F073a Financial Report - The Clerk advised members that the £388 allocated to Brownlow Hall capital had been reallocated to repairs and maintenance.

Members were updated on the matters arising from Part two of the meeting.

Cllr Dr Barnard joined the meeting.

F085. Finance 2015/16

a. to consider the financial report to end of December 2015

The Clerk circulated a copy of the financial report to the end of December 2015 including comparisons to budget. There was a question raised over how the precept was allocated in two parts rather than spread over the year. The Clerk said that he understood this to be the correct way to show the income, but would clarify the point raised. Members asked about grant income received for neighbourhood

planning. The Clerk explained how this was currently presented but agreed to revise this for future reports to show the income separately.

The Clerk advised members that the internal audit was underway.

The Clerk advised members that Cllrs Mrs Barnard and Fitzwilliams completed the monthly checks earlier in the day.

b. to approve payment of accounts tabled at the meeting

The following accounts for payment were tabled at the meeting and approved for payment.

Cheque Payments

3717	ABA (Construction) Ltd	office cleaning	£19.09
3718	Bracknell Pest Control Ltd	pest monitoring - facilities	£72.00
3719	Brady Corp. Ltd	winter salt	£81.36
3720	Office Depot (UK) Ltd	stationery	£114.88
3721	Jason Mawer	expenses - stamps	£19.44

F086. Budget setting 2016/17

A copy of the draft budget had been circulated ahead of the meeting for members to consider taking account of comments and feedback received by the Clerk. The Clerk advised members that the precept requirement was around the £154,000 mark which represented an 8% increase on band D properties based upon the budget proposed, although some fine tuning continued on items. Members went through the budget with the Clerk and asked for some adjustments to be made. As the council was undertaking some projects with the Bracknell Forest Society in 2016 it was agreed to propose a grant of £100 as requested by the society. It was proposed to increase the training budget and allocated funds for Brownlow Hall improvements. The Clerk was tasked with making these changes whilst maintaining the precept at around the proposed level.

Members agreed to propose the budget and precept to full council.

F087. Items for information

The Clerk advised members that he continuing to seek advice on the best method for accounting for Community Infrastructure Levy (CIL) from a financial perspective moving forward. Members discussed with the Clerk whether the current financial IT package was the right one for the council moving forward. The Clerk replied that the current package had limitations that would restrict its ability to deal with the future plans of the council. The Clerk would come back with recommendations for the committee.

The Clerk advised members that the fixed term investment with the Co-operative Bank was due to mature in February. The Clerk recommended to members to

withdraw the funds and seek a better investment opportunity. Members agreed and asked the Clerk to contact Cllr Faerber for initial guidance.

F088. Date of next meeting

The date of the next meeting was noted as Thursday 11 February starting at 7.45pm.

F089. Closure of the meeting

The first part of the meeting was closed at 9.03pm

