

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

Meeting held on **Thursday 8 December 2016** at **7.45 pm** in the Parish Office

Present:

Councillors Harrison (Chair), Dr Barnard, Fitzwilliams, Ms Healy, Jones and Wilson

In attendance:

Jason Mawer, Parish Clerk

F190. Apologies for absence

There were no apologies. Cllr Mrs Barnard was expected to join the meeting later.

F191. Declarations of interest and dispensations

Cllr Dr Barnard has a standing interest as a Borough and Town councillor.

F192. Minutes of the meeting of 10 November 2016

The minutes of the previous meeting were circulated to members ahead of the meeting. It was proposed by Cllr Harrison, seconded by Cllr Ms Healy and **RESOLVED** to approve and adopt the minutes of the meeting of 10 November 2016.

F193. Matters arising from the last meeting

There were no matters arising.

F194. Finance 2016/17

a. to consider the financial report to end of November 2016

The Clerk circulated the new financial report to members. The Clerk advised members that some anomalies remained after the data inputting exercise and as these were identified they would be corrected. This included the reserve figures and insurance costs. The Clerk asked members to raise any further issues they identified with him.

The financial report was noted.

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

4000	ABA Construction Ltd	play area inspections	£149.46
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4001	Ascot Fire Protection	annual fire inspections	£240.00
4002	BTS Ltd	IT network installation	£2,026.80
4003	Office Depot Ltd	stationery	£83.95
4004	SLCC	professional membership 2017	£210.00
4005	Suds Window Cleaning	Window cleaning	£168.00
			£2,878.21

F195. Budget 2017/18

The Clerk circulated to members a paper including the draft budget ahead of the meeting. The paper identified likely income levels for 2017/18 from lettings of the Brownlow Hall and Whitegrove Community Centre, an estimate on the council tax base used in the calculation of the precept and notes on various projects and expenditure levels.

The Clerk advised members that he had used an approximate 2% uplift on items unless stated in the report. It was also noted that no advice had yet been provided on pension costs for the forthcoming year.

The Clerk identified that the budget lines for repairs and maintenance would be broken down to take account of inspections in the new budget, to assist in identifying and managing costs. New lines were also included to show expenditure relating to licences.

Members asked about contract cleaning that had been introduced in the summer. The Clerk was asked to prepare and undertake a user survey on cleaning in the halls ahead of the next Facilities Committee meeting.

Members asked about interest on CIL investments. The Clerk explained that all interest was amalgamated into one line, interest received. The Clerk would seek advice on this and capital investment.

Cllr Mrs Barnard joined the meeting

The Clerk advised members that the precept was likely to show around a 5% once the figures for income from hall hire and expenditure levels had been confirmed against end of year forecasts.

Members agreed to forward the draft budget to council for consideration at its next meeting with the addition of a line in the notes concerning CIL income and expenditure. The Clerk would bring an updated version of the budget with year-end estimates to the January meeting of the committee.

F196. Items for Information

There were no items for information.

F197. Date of next meeting

The date of the next meeting was agreed as Thursday 12 January 2017 at 7.45pm.

F198. Closure of the meeting

The meeting was closed at 9:03pm