

FINANCE & GENERAL PURPOSES COMMITTEE

MINUTES OF THE MEETING

held on **Tuesday 30 October 2018** at **8.00pm** in the Parish Office

Present:

Councillors Wilson (Chair), Mrs Barnard, Ms Dulieu, Fitzwilliams, Harrison and Jones

In attendance:

Jason Mawer - Parish Clerk

F419. Apologies for absence

Apologies were received from Cllr Dr Barnard.

F420. Declarations of interest and dispensations

No declaration of interest were made or dispensations requested.

F421. Minutes of the meeting of 25 September 2018

The minutes of the meeting held on 25 September 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Ms Jones, seconded by Cllr Ms Dulieu and APPROVED by members present.

F422. Matters arising from the previous meeting

There were no matters arising from the previous meeting that were not covered elsewhere on the agenda.

F423. Financial Report to end September 2018

The Financial Report to the end of September 2018 was circulated to members ahead of the meeting. The Clerk advised members that the council had received the second instalment of the precept at the end of the month.

The developer contribution for the Quelm Allotments had been received corrected to show separately in the income line of the report.

Members noted the report.

F424. Budget principles and other matters for 2019/20

The Clerk as Responsible Financial Officer circulated to members a paper ahead of budget setting for 2019/20.

Members were reminded that the government had decided not to apply capping or referendum criteria to precept settings of town and parish councils for 2018/19 and this was expected to continue into 2019/20. However, councils were expected to continue to display restraint, although it was recognised that this was not possible where service delivery changes were taking place.

The Clerk reminded members of the three key figures of precept setting, the level of precept required, the council tax base, which is the number of taxable properties in the parish (as advised by Bracknell Forest Council) and the 'band d' rate which is the average tax paid and is applied to band D properties.

The Clerk then went on to outline proposed principles that would be used in creating the budget. Where an uplift figure was not known then a 2.2% would be applied. The Staffing Committee would be meeting in November to discuss staffing requirements and salary levels for 2019/20. The Facilities Committee and Environment Committees would also have input into the budget process.

With 2019 marking the 125th anniversary of the council members considered how this should be marked and proposals would be incorporated into the budget, with council asked for suggestions.

The Clerk advised members that the council should undertake tender exercises for its cleaning and horticultural contracts during 2019 ahead of the 2020/21 budget to ensure best value. The Clerk suggested rolling on current arrangements through this budget round as potential asset transfers could be included into the tendering process.

Members noted the report.

F425. Accounts for payment

The following accounts were approved for payment:

Cheque Payments			invoice total
4508	ABA (construction) Ltd	play area inspections	£278.40
4509	Bracknell Pest Control	VAT training	£72.00
4510	Circle Cleaning Services	contract cleaning	£760.00
4511	Fernoak Tree Surgeons	Brownlow tree maintenance	£1,320.00
4512	RAL Display & Marketing Ltd	display boards	£1,954.68
4513	Servio Ltd	heating repair	£144.00
4514	Winkfield Parish Council	cycle ride expenses	£226.36
			£4,755.44
Direct Debits / Standing Orders			
	Bracknell Forest Council	rights of way management	£2,100.00

F426. Items for Information

The Clerk updated members on a staffing matter and actions were agreed. The matter would be taken up further by the Staffing Committee.

F427. To confirm the date of the next meeting

The next meeting will take place at 7.45pm on Tuesday 27 November 2018.

F428. Closure of the meeting

There being no further business the meeting was closed at 8.45pm