

FELSTED PARISH COUNCIL

Minutes of the Finance Committee Meeting held on 27 November 2013 at 5:00 pm in the United Reformed Church Hall, Committee Room.

Present Councillors John Moore (Chairman), Richard Freeman, Graham Harvey and Nicholas Hinde

F13/13 Apologies for absence and declarations of interest

Apologies were received from Councillor Rose. There were no declarations of interest.

F13/14 Minutes of Previous Meeting

Minutes of the meeting on 9 October 2013 were agreed and signed.

F13/15 Bank Reconciliation and PAYE records

Having had the opportunity to examine the records, the Chairman signed the Bank Reconciliation for the end of October 2013 and the PAYE Record for October 2013.

F13/16 Review of Accounts for the current year to date

Councillors studied the 'Actual vs Budget Account for 2013-14' prepared by the Clerk and agreed a Revised Budget for 2013-14. The following comments and observations were noted:-

16.01 Receipts. Since preparing the Account two further payments had been received:- **£3350** from UDC (Grant towards cost of extending water supply at the Allotments) **£250** from Rayne Youth FC (Hire of Playing Field for 2013-14 season). The Clerk agreed to produce an updated Account to reflect these additional receipts. The Total Receipts figure was therefore increased to £72,581.

16.02 Receipts. The Clerk explained that £1822 had been received in Allotment rents this year to date, but Members noted that this included arrears from last year totalling over £300. Further Allotment rents were due.

16.03 Receipts. Members noted that the MUGA was now booked for football training three evenings a week throughout the winter period which would result in an annual income of **£1080**.

16.04 Payments. The Clerk detailed all the expenditure for the year to date which totalled £55,709 (out of the annual budget of £65,643).

16.05 Revised Budget for 2013-14. Members agreed the Revised Budget which had been prepared by the Clerk with one amendment. It was agreed to budget £1000 for tubs/plants instead of £450. This revised Budget took into account the advertising and signage for the byelaws/ the purchase of 1 new street light (opposite the water tower)/ the 1000th Meeting Reception costs/ the playing field car park project (assuming a 50% grant would be approved)/ the purchase of 2 new notice boards and the refurbishment of a third notice board.

Members noted that the Revised Budget was approximately £17,000 higher than the original figure. This additional amount would be drawn from the Council's Reserves. The Chairman pointed out that whilst this situation was acceptable for this year, it was not something that could continue in future years as the Reserves would become depleted, below recommended levels.

F13/17

Consideration of the Precept for 2014-15

Members considered the draft figures which had been prepared by the Clerk. They noted that UDC were not yet in a position to confirm whether a full Precept top up grant (LCTS) would be awarded this year as UDC were waiting for confirmation of their funding from central government.

In addition to the usual expenditure, Members agreed the following additions/amendments to the 2014-15 Budget:

- a) Allotment water supply – Because of the extension to the supply a figure of £600 was agreed for next year.
- b) Planting/tubs – The Parish Plan identified this as a priority so £1000 was agreed. It was suggested that additional tubs should be provided and also that bulbs/flowers might be planted below all the village/hamlet name signs.
- c) Playbark - £1000 was agreed as an on-going commitment to maintain the Play Area.
- d) Playing Field Car Park - £20,000 was agreed as a contingency (if a grant is not received to cover 50% of the cost of this project)
- e) Pavilion repairs - £1,000 was agreed. However Members felt that the deteriorating condition of the Pavilion meant that consideration needed to be given to rebuilding this facility (possibly Self Build if enough qualified tradesman could be found locally).

Members went on to discuss other possible projects for 2014-15 including Village Centre Toilets, 1 or 2 additional VAS signs, improvements to the play areas at Bannister Green and Willows Green and the edging of the Greens. Taking all of the above into consideration, along with the fact that the Parish Council Precept had remained at £60,000 for several years, it was agreed to Precept for £70,000 for 2014-15.

F13/18

Next Meeting

The meeting closed at 6.20pm. The next meeting will be held on Wednesday 9 April 2014 at 5.00pm.

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Committee Chairman

9 April 2014