

Little Oakley Parish Council

*Clerk: Jeanette Sands, 18 The Hornbeams, Little Oakley Tel 07920 851665
Littleoakleypc@gmail.com*

Minutes of the Finance Committee held on 7th November 2018
Present: Cllrs Cullen (Vice Chairman) Attrill, Bush, Griggs and Hunnball
Also Present: Jeanette Sands (Clerk/RFO)

Start Time 19:00

18/FC006

Apologies

Apologies were received from Cllr Griffiths

18/FC007

Declaration of Pecuniary and Non-Pecuniary Interest

No interests were declared

18/FC008

Signing of Minutes of Previous Meeting

The Minutes of the meeting held on November 4th April 2018 were accepted and signed.

Proposed: Cllr Cullen

Seconded: Cllr Griggs

18/FC009

Half Year Accounts

It was decided to add web hosting to the budget which as per previous years was £24 per year.

When looking at the training budget it was felt that the bursary received back from EALC should be used to offset against this giving a truer figure for the training costs.

Footpaths and Grass cutting

This may need to be increased as the Parish Council may have to cut back footpaths in future and would need an extra budget for this. If only one cut is available in the summer months the Parish Council may need to fund an extra cut. At present it was felt that it would be better to do this on an as and when basis rather than taking over the cutting back totally. It was decided to request a budget of £1100 be put forward for grass cutting.

Bus Shelters – Maintenance and Repairs – a budget of £1700 is to be recommended.

Insurance – the Clerk will check different companies before renewing the policy in June.

Bank Charges – to put in a figure of £100 to cover any charges.

18/FC010

Budget Report

From the budget spreadsheet there had been an **underspend** in the following areas;

War Memorial routine maintenance

Donations

Grass cutting
Memberships (subscriptions/affiliations)
Clerks Pension
Playground repairs
Web Site and Web Hosting
Election Costs
EALC New File
Chairman's Discretionary Fund
Computer/printer repairs and replacements
Stationary costs

Overspending was seen in the following areas.

Course expenses
Training Courses
External and Internal Audit fees
Bank Charges

Reserves in the accounts are

Playground £5022
Website £860
Streetlights £500
Office Equipment £500
Chairman's Discretionary Fund £500

18/FC011

Review of Grass Cutting and Maintenance Budget

This has already been mentioned in Minute 18/FC009

18/FC012

Precept and Reserves

The reserves in the accounts at present are as above in Minute 18/FC010. The precept will be looked at once the figures are all in.

The Meeting Closed at 20.20