

**Minutes of the meeting of the FINANCE COMMITTEE held in Rickards Hall on Monday 21 May 2018 at 8.30pm**

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Present: Cllrs Mrs J Davison, A Layland, M McArthur, B Orridge, Z Roberts Smith, J Scholey (Vice Chairman) and B Todd.

In attendance: (Admin Officer), (Finance Officer). No members of the press or public were present.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received, noted and accepted from Cllrs R Bell (unwell) and S McGregor (holiday). Cllr T Bryant was absent.

**2. DECLARATION OF INTERESTS OR PREDETERMINATION – none**

**3. ELECTION OF CHAIRMAN**

Cllr S Mc Gregor was nominated as Chairman and, there being no other nominations, members

Resolved: Cllr S Mc Gregor be elected Chairman for the ensuing year.

**4. ELECTION OF VICE CHAIRMAN**

Cllr J Scholey was nominated as Vice Chairman and, there being no other nominations, members

Resolved: Cllr J Scholey be elected Vice Chairman for the ensuing year.

**5. TO RECEIVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE HELD ON 23 APRIL 2018**

Resolved: that the minutes of the Finance Committee meeting held on 23 April be signed by the Committee Chairman as a true and accurate record of the meeting.

**6. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)**

None.

**7. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS**

Members noted in detail the income and expenditure transactions for the month and

Resolved: that Cllrs J Scholey and B Todd should sign the Financial Statement for the end of April confirming the analysis of receipts and payments paid expenditure transactions, and authorising the payments of unpaid expenditure transactions. To approve the financial comparisons and to accept the transfers into and out of reserve accounts.

## **7.6 Fund Transfer**

### **Capital Reserves**

Transfer In: Nil

Transfer Out: £3,500.00 Community Warden

### **Revenue reserves**

Transfer In: Nil

Transfer Out: £65,000.00

## **7.7 Paragraphs 5.1 to 5.5 approved by resolution of the Council:**

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## **7.8 Invoices outstanding for more than 3months**

Nil

**7. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS**

Cllr Z Roberts Smith asked if the RFO could find out from Edge IT systems if it would be possible to also show percentages on the comparisons report.

**8. FINANCE BUSINESS**

**8.1 Ground staff mobile phone**

The ground staff mobile phone contract is due for renewal in July this year and the RFO had contacted Focus Group, which supplies the o2 mobile contract. They had provided 2 tariff options, both included a free Samsung Galaxy J3. Members

Resolved: to accept the new contract to include 4gb of data usage for the next 24 months at a cost of £19.50per month which was well within the budgeted figure for this year.

**8.2 Street lighting maintenance contract**

Members were advised of notification of a price increase to the street lighting contract and noted there had not been an increase for almost 4 years, but last year the increase was 4% and this year is 3%.

Members discussed the situation at length and

Resolved: the RFO should write to the company asking for absolute clarity that the price will be fixed for the next 3 years. If this is not the case the Council will be looking for an alternative provider. The shortfall of £177 in this year's budget should be taken from contingencies.

**8.3 CIL Payment**

Members were pleased to note that a further CIL payment had been received at the end of April. The amount was £6,753.13, covering the period 1 October 2017 to 31 March 2018. The total amount received to date is £59,891.89.

**8.4 Open Spaces Society**

Open Spaces Society had written to the Council appealing for a further donation, as it is fifty years since the Countryside Act became law in 1968. A copy of their letter was circulated. Members

Resolved: the RFO should write to the Open Spaces Society advising them the Council has a Footpaths working group maintaining the footpaths within the parish.

**9. FINANCE CORRESPONDENCE**

None

**10. PRESS RELEASE**

There were no items on the agenda for which members wished to issue a press release.

The meeting closed at 9.02pm