**MINUTES OF FINANCE MEETING**

**HELD AT THREE CROSSES COMMUNITY CENTRE**

**ON THURSDAY, 16TH JANUARY 2020 AT 8.45pm**

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|  | **PRESENT**: |

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|  | **Community Councillor** | **Community Councillor** |
|  | Paxton Hood –Williams (PHW)  Janet Taylor [JT]  Warren Smart [WS] | Daniel Jones [DJ]  Belinda Hansford (BH)  Janet Taylor [JT] |
|  | Andrew Rogers [AR] | Kevin White [KW] |
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|  | **Clerk:** Ian Donaldson  **Member of the Public present: None** |
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**Meeting commenced 8.45pm Community Councillor Paxton Hood-Williams (Chairman of the Community Council) Presiding**

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| **ITEM** | **HEADING** | **ACTION BY** |
| 1477  1478  1479  1480  1481  1482  1483  1484  1485  1486 | **APOLOGIES FOR ABSENCE**  There were no apologies all councillors were present.  **DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST**  There were no disclosures submitted.  **MINUTES OF PREVIOUS MEETING**  Cllr Hansford proposed that the minutes of the previous meeting held 19/9/19 be accepted as a true record of the meeting. This was seconded by Cllr White and carried unanimously with Cllrs Rogers and Jones abstaining as they were not present at that meeting.  **VERIFY BANK & CASHBOOK RECONCILIATIONS**  The clerk produced the cashbook reconciliations checked by Cllr Taylor, as the appointed councillor and who had confirmed that the monthly reconciliations produced by the clerk were up to date.  **ACTUALS V BUDGET FOR END Q3 2019/20**  The clerk tabled a spreadsheet of actuals v budget up to end of January2020. He explained that there were no real concerns on spend or income. There were no questions.  **YEAR END PROJECTION**  The clerk presented a spreadsheet showing the projected position at the end of March 2020. He also tabled a document explaining the assumptions made in compiling it. [attached]  The clerk forecast a cash book balance of around £32,000 at year end.  **SALARY INCREASES & SCALE AWARDS FOR 2019/20**  Cllr Hansford proposed and Cllr Smart seconded the motion that the clerk be advanced to Scale Column Point 22 from April 2020. It was also agreed that the NALC pay award be applied to staff salaries from April. These changes were agreed unanimously.  **TO REVIEW HALL RENTAL CHARGES FOR 2019/20**  It was agreed that the increase in charges made in April 2019 had been successful in improving income levels. It was resolved to leave charges as they are but to review annually.  **TO APPROVE THE 2020/21 BUDGET AND SET THE PRECEPT**  The clerk presented a **draft budget** and explained the changes from 2019/20  There was a detailed discussion regarding the assumptions made in preparing the spreadsheet and several changes were made.  The motion that the 2020/21 Budget be approved on this basis was proposed by Cllr Jones, seconded by Cllr White and carried unanimously.  The final document which reduces financial reserves from around £32,000 to £17,000, is attached to these minutes.  **Cllr Jones proposed and Cllr White seconded the motion to keep the precept at the same level as last year,** **and the seven previous years, namely £42.24 per Band D equivalent properties . This was agreed unanimously.**  The council thanked the clerk, complimenting him on his preparation of the budget and accounts.  **DATE OF NEXT FINANCE MEETING**  It was agreed that the next meeting would be on 18th June 2020 after the normal Council Meeting.  The meeting closed at 9.45pm | ID |