

LITTLE MARLOW PARISH COUNCIL

Minutes of the Budget/Finance Committee held on Tuesday 28th November 2022 held at the Pavilion starting at 13.00.

CONFIRMED

Present: Cllr A Crabtree – Chairman, Cllr K Acres Cllr S Kershaw, Cllr P Emmett, Mrs J Murray, Parish Clerk		
		No members of the public present
Minute Ref:	Agenda Item	Action
F269/22	1. Apologies for absence: Cllr J Downes	
F270/22	2. Declarations of interest – personal or prejudicial None	
F271/22	3. To agree Minutes of the Budget Committee Meeting on 11th October 2022 The Committee RESOLVED to accept the minutes and the Chairman duly signed the minutes. F255/22 The Clerk confirmed that an apology had been received from PKF Littlejohn confirming that a PKF Director had looked into the matter regarding LMPC submission dates. The Director confirmed that when LMPC’s documents were submitted the date was erroneously entered as 16 July 2022 on PKF’s database and it was explained that this is the reason work did not commence on LMPC’s file until a much later date than they should have. A sincere apology was proffered for the human error on the data entry. PKF’s process is to begin reviews in strict date order of receipt and the list is generated by the database. F257/22 The chapel electricity meter had been read and the reading had been submitted F257/22 An allotment holder meeting would be held in January where the usage of hosepipes would be discussed. Allotment terms are to be reviewed for distribution in September 2023.	
F272/22	4. Public participation – maximum 15 minutes None	
F273/22	5. To review bank balances & interest account The Committee RESOLVED to include a recommendation within the newly revised Financial Regulations to be agreed at the December parish council meeting.	AC/ Clerk
F274/22	6. To review utilities Cllr S Kershaw would carry out a full review of utilities by the end of the week and circulate to the committee.	
F275/22	7. To review Budget requests for 2023/24 included in Project List	
F276/22	8. To review consider draft budget for 2023/24	
F277/22	9. To consider precept	
F278/22	18. Items of NOTE None	
F279/22	19. Notice of next meeting: Monday 28 th February 2023	
There being no further business to be transacted, the meeting was closed at 14.47.		

Abbreviations:

LMPC Little Marlow Parish Council
 BC Buckinghamshire Council TfB Transport for Bucks
 RBS (LMPC Accounts Software)

Signed:

Chairman

Date: