

**MINUTES OF A MEETING of the FINANCE COMMITTEE
of BOUGHTON MALHERBE PARISH COUNCIL held at 7.30pm on
Monday 11th December 2017 in Grafty Green Village Hall**

Present: Cllrs: J. Collins; R. Turner. A King, A. Allum, R. Galton
Clerk: Mr Chris Hume

Cllr Collins opened the Meeting at 7.30pm.

1. **Anybody filming or recording this meeting to declare it** - there were no declarations
2. **Apologies** – there were no apologies for absence
3. **Declarations** – there were no declarations with regard to: lobbying, interest in items on the agenda or pecuniary interests
4. **Approve Minutes of 10th July 2017** – The Minutes were approved and signed.
5. **Matters Arising** – there were no matters arising
6. **Review of the half year budget position and approval of any amendments** – the following amendments and actions were agreed:
 - delete AGM refreshments and move to Chairman's expenses
 - Clerk to request that Quinn reimburse the solicitor's fee arising from the Quinn Estates donation
 - amend variance on insurance premium to £8
 - noted that Village green maintenance is likely to come in below budget
 - noted that Village Hall costs are likely to be lower than the budget figure
 - noted that Christmas functions will probably come in below budget and divide into two lines in the budget – (i) Christmas tree (£170) and (ii) Christmas functions
 - Finger post to be paid from the precept and kept in the budget
 - delete 30mph sign from the budget
 - In summary, although an overspend approaching £1000 is currently being shown it is expected that this will fall significantly by the year end
7. **Draft Budget for 2018/19** – the draft budget below was approved pending further information on the precept and PSS. Once these are known the draft budget will be presented to the full council for approval.
 - Once these are known the budget will be approved by full council on 26th January.
 - As the notice board and small size allowance are being removed it is estimated that the PSS will be £550 which only covers grounds maintenance
 - Cllr Turner will enquire with MBC whether we will receive additional precept income from the new houses at Boughton Park during the year.
 - It was agreed that we will maintain three distinct funds in 2018/19: (i) Running Costs (ii) Legacy fund (iii) Quinn donation
 - remove grit bin from the budget in expectation that KCC will provide this
 - Clerk to contact KCC regarding faulty 30MPH sign
 - The provision for the internal auditor will be reduced to £50 in line with this year's cost

	£	Budget 2018/19
RECEIPTS		
Precept		5270
LCTS		
Parish Services Scheme		550
VAT Refund		200
TOTAL RECEIPTS		6020
PAYMENTS		
Staff Costs - Clerks Wages		2370
Other Costs		
Village Green Maintenance		600
Village Hall Hire		500
Christmas Tree		170
Christmas Functions		500
Litter Collection		100
Churchyard Maintenance		500
Emergency Plan		0
Training Courses		500
Internal Auditor		50
Insurance		280
KALC Membership		235
Contingency		250
Chairman's Expenses		100
CPRE Membership		36
Stationery, postage		200
Total Other Costs		4051
TOTAL PAYMENTS		6421

8. **2018/19 precept** – it was unanimously agreed that, in principle, the precept should be based on a Band D charge of £24 as in 2017/18
9. **Deposit Accounts** – it was unanimously agreed to recommend to the full council that we open a 90 day Business Savings Account with Nationwide and deposit £25,000 in this account.
10. **Permission to spend by the Clerk** – in pursuance of para 5.6 of the Financial Regulations

it was agreed that the Clerk can initiate purchases and payments for the following items without a council resolution, provided spending remains within the approved budget limits:

- Stationery
- Postage Stamps
- Postage special delivery
- Printer Ink
- Printer paper
- Village Green Christmas Tree
- Training courses
- KALC subscription
- CPRE subscription
- Internal audit fees
- Annual insurance premium
- Village hall hire

12. Further information- there was no further information

The meeting closed at 8.28pm

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