



# Boughton Malherbe Parish Council

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## **MINUTES OF A MEETING of the FINANCE and STAFFING COMMITTEE of BOUGHTON MALHERBE PARISH COUNCIL held at 7:05 pm on Monday 7<sup>th</sup> November 2022 in Grafty Green Village Hall**

**Present:** Cllrs: B Adams; N Eastwood; R Galton; G Kennaird; R. Turner (Chair)  
**Clerk:** Mrs Vickie Ford

Cllr Turner opened the Meeting at 7:05 pm.

1. **Declaration of anybody filming/recording this meeting – none**
2. **Apologies for Absence – none**
3. **Declarations:**
  - (i) **Declarations of Interest in items on the Agenda – none**
  - (ii) **Declarations of Lobbying – none**
4. **Approval of Minutes of the Finance and Staffing Committee Meeting held on 17<sup>th</sup> January 2022 – approved and signed as a true and accurate record**  
RESOLVED: in accordance with minute ref 6.1, the Clerk to monitor her working hours and report back to the Committee in January 2023
5. **Review of 2022/23 Budget to date and approval of any amendments – see table below**  
RESOLVED: accepted as presented by the Clerk
6. **Review of Terms of Reference for the Finance and Staffing Committee**  
RESOLVED: to recommend to Full Council as presented by the Clerk, subject to further review at the January 2023 Committee meeting.

The meeting closed at 7.29 pm

	Budget 2021/22	Budget 2022/23	Actual to 31.10.22	Forecast to 31.3.23
	£	£	£	£
<b>RECEIPTS</b>				
Precept	5,731	7,005	7,005	7,005
Parish Services Scheme	409	327	327	327
Bank interest			27	600
Misc				
VAT Refund	200	150	-	709
<b>TOTAL RECEIPTS</b>	<b>6,340</b>	<b>7,482</b>	<b>7,359</b>	<b>8,641</b>
Balance brought forward from previous year			85,966	85,966
<b>PAYMENTS</b>				
Staff Costs - Clerk's Salary	2,498	4,196	2,053	4,310
Other Costs				
Village Green Maintenance:	500	500		
Grass etc			203	500
Trees			775	2,150
Fencing			-	3,000
Village Hall Hire	250	250	-	250
Christmas Tree	300	300	-	300
Christmas functions	300	-	-	-
Litter Collection/lengthsman	100	-	298	600
PRoW replacement gates	-	-	792	2,000
Community grants:				
Churchyard Maintenance	500	500	-	500
Platinum Jubilee event	-	-	793	793
Village Hall Centenary celebration	-	-	500	500
Air Ambulance			-	50
Emergency Plan		-	-	-
Training Courses	300	300	170	300
Internal/external Auditor	70	100	90	90
Insurance	370	400	489	489
KALC Membership	300	300	229	229
SLCC membership fees (Clerk)	-	-	120	120
Contingency (incl defib spares)	50	-	238	238
Chairman's Expenses	50	-	-	-
CPRE Membership	36	36	36	36
Stationery, postage, admin	200	200	205	500
<b>Total Other Costs</b>	<b>3,326</b>	<b>2,886</b>	<b>4,938</b>	<b>12,645</b>
Repairs Fund contribution	500	-	-	-
Village Green Fund	-	400	-	-
<b>TOTAL PAYMENTS</b>	<b>6,324</b>	<b>7,482</b>	<b>6,991</b>	<b>16,955</b>
Ringfenced reserves (CIL)				4,358
Earmarked reserve (Village Green)				52,899
<b>Contingencies</b>				
Emergency reserve				
Clerk additional hours				770
Election fees				2,500
<b>CLOSING BALANCE</b>				<b>17,125</b>