



Sherfield Park Parish Council (SPPC)
Finance Committee Meeting held at Sherfield Park Parish Office
at 7.00pm on Wednesday 16th October 2019

	<u>IN ATTENDANCE</u>	<u>APOLOGIES</u>	<u>ABSENT</u>
Cllr. Gordon (Chair)	✓		
Cllr. Bowyer	✓		
Cllr. Goodenough	✓		
Cllr. Vaux		✓	
Cllr. Rouse	✓		
Cllr. Alvares	✓		

Also in attendance: Tracy Hamer (Clerk) who took the minutes. There were no members of the public in attendance.

161001 To receive and accept apologies of absence

Apologies were received from Cllr Vaux.

161002 To receive any declarations of pecuniary interest relevant to items on this agenda.

No declarations of pecuniary interest were received.

161003 To sign as a correct record, the minutes of the finance committee meetings on 17th July 2019

The minutes were signed as a true record by the Finance Chairman, Cllr Gordon. Proposed by Cllr Gordon and seconded by Cllr Alvares.

161004 To consider & note any matters arising

See item 7.

161005 Public Participation session – 15 minutes

As no members of the public attended, there were no comments to record.

161006 To note the current year to date spend against budget

Cllr Gordon reviewed the quarter two spend against budget – as shown in Appendix 1. It was noted that the spend for Broadband and the Website will exceed budget due to installation of superfast broadband and the new website. There is also an overspend under Misc – this is due to the purchase of new bins at the bus shelters (to be added to the asset register). No concerns were raised and those in attendance were in agreement that current spend is on budget.

161007 **To review and approve updated Financial Regulations**
The Clerk is currently reviewing changes from the NALC Model Financial regulations and will cross reference with Standing Orders. Both to be reviewed with the Asset Register at the December meeting of the Full Council.

161008 **To review year to date grant applications**
It was unanimously agreed to promote to a wider audience:

- Contact local schools
- School run breakfast/after school clubs
- School sports facilities
- Loddon Link & Chineham Chat
- Over 55's Christmas Lunch

161009 **To consider 2020/21 budget and precept**
The following items are to be considered for inclusion:

- Associated budget for office maintenance plan
- Open spaces salaried 'handy man'
- Greater Sherfest involvement
- Open Spaces projects
- Christmas social evening
- Salaries/training
- Speedwatch – carried over and added to

161010 **To confirm the date of the next Finance Committee Meeting as 15th January 2020 at 7pm, to be held in the Parish Office on Sunwood Drive.**

There being no further business, the meeting closed at 8.30pm

Appendix 1 - 161006 Quarter Two Spend Against Budget

Annual Budget	Actual-YTD vs Budget Total		Figures exclusive of VAT			
			£	£	£	£
		RECEIPTS	Q2	YTD	Q2	YTD
£39,220	100.00%	Precept	£19,610.00	£39,220.00	£19,610.00	£39,220.00
£50	146.62%	Interest	£33.24	£73.31	£33.24	
£2,340	91.22%	Litter Warden Grant		£2,134.60		
£0		S 106 grant				
£3,000	44.79%	VAT refunds	£895.55	£1,343.78	£895.55	
£7,100		Transfer from reserves				
£0		Other Receipts	£429.00	£429.00	£429.00	
£12,490		Total other receipts			£1,357.79	£3,980.69
£51,710	84%	TOTAL RECEIPTS		£43,200.69	£20,967.79	£43,200.69
		PAYMENTS				
£11,000	52%	Net Salaries & Allowances (July - Sep)	£2,920.10	£5,679.56		
£0	0%	Pension Contributions	£0.00	£0.00		
£280	40%	Clerk's Expenses (July - Sep)	£112.57	£112.57		
£100	0%	Chairman's Allowance	£0.00	£0.00		
£1,250	36%	Administration	£38.71	£451.21		
£3,600	40%	Repairs & Maintenance	£757.50	£1,436.33		
£700	72%	Insurance Premium	£0.00	£507.11		
£15,000	23%	Grants	£1,392.30	£3,458.60		
£2,500	0%	Section 137	£0.00	£0.00		
£1,100	18%	Training	£200.00	£200.00		
£250	23%	Hall Hire	£25.20	£56.70		
£900	36%	Audit Fees	£0.00	£320.00		
£800	70%	Subscriptions	£0.00	£556.00		
£2,180	4%	Publications	£0.00	£95.00		
£3,500	8%	Traffic Control/Speed Monitoring	£277.95	£277.95		
£3,000	124%	Office Project	£0.00	£3,711.13		
£800	166%	Website/IT	£1,091.26	£1,326.36		
£850	0%	Emergency Planning	£0.00	£0.00		
£500	149%	Electricity & Telephone	£434.48	£744.15		
£400	177%	Miscellaneous	£706.00	£706.00		
£3,000	44%	VAT on payments	£385.06	£1,326.68		
£51,710		TOTAL PAYMENTS			£8,341.13	£20,965.35
BALANCE BROUGHT FORWARD on 01/07/2019					£87,131.86	
ADD Total Receipts in quarter (as above)					£20,967.79	
LESS Total payments (as above)					£8,341.13	
Balance Carried forward 30/09/2019					£99,758.52	