



## Minutes of the meeting of the Finance Committee Tuesday 3 December 2019

**FC29 / 2019 Attendance and Apologies for Absence**

**Attendance:** Cllr Booth (Chairman), Cllr Buxton, Cllr Jacklin

**Apologies received from:** Cllr Evans

**In Attendance:** R Davies (Clerk and RFO)

**FC30 / 2019 The committee reviewed and approved the minutes of the 5 November 2019.**

**Actions arising from the minutes were as follows:**

- The Clerk to confirm the amended accounts from DCK and post on website
- The committee agreed to carry forward the actions to review the facilities available for Goldman Sachs and Nationwide and for the Clerk to bring the banking applications to the next finance meeting for completion
- The Clerk updated the committee on the status of the library project and confirmed that the Operations Committee would be preparing a report on the library structure to include the viability of providing a property

**FC31 / 2019 As no members of the public were present, the Chairman moved on with the agenda.**

**FC32 / 2019 The committee reviewed the budget reports to the end of November 2019 and noted the following:**

- 1010/101 Rent is running above budget due to the community room hires
- 1190/101 Bank Interest is above budget due to the additional reserves held for CIL and council reserves in year
- 4009/100 Travel is higher than budgeted due to the additional meetings at RBWM
- 4021/101 Telephone is a historical overrun due to BT contract completion
- 4024/101 IT is higher than budget due to annual and bi-annual contract payment dates
- 4025/101 Insurance is higher than expected due to insurance premium tax for the coming 2 years
- 4064/101 Legal Fees is an unexpected additional expense
- 1011/202 Rent for the field may or may not achieve target
- 4038/202 Tree maintenance will be nearer £3000 by the end of the year due to Section 154 highways notifications of dangerous trees to be removed by the council on our land
- 4048/202 Fuel should not increase much more than it currently stands but is over budget
- 203 all income for cemetery is moving forward and may not achieve the target but we will know more in March
- 1010/204 Rent for the Allotments is charged on the 1<sup>st</sup> March and is already showing £481 from in year re-rentals; therefore, it is expected to exceed the budget of £1300 by this amount
- 4039/303 Bloom expenses are higher than budgeted and 1040 Sponsorship income is still outstanding for the winter bloom from the Village Hall
- 4905/901 CP of which there is £4405 to be allocated for the refurbishment of the Christmas Lights leaving a current balance in year of £14000

### **FC33 / 2019 AGAR status, External and Internal Audits**

The committee received the initial internal audit for the budget year 2019 20 and noted that there were no areas to action.

The committee were updated by the RFO that there was still no response from the external auditors with regards to the objection lodged on the AGAR 2018 19.

### **FC34 / 2019 Risk Register**

The committee agreed to bring forward all amends to the next finance meeting on 11<sup>th</sup> February.

Cllr Booth to provide the risk scoring methodology by 6<sup>th</sup> January 2020.

### **FC35 / 2019 Request for funding approval**

The committee reviewed the costed proposal for the Health and Safety work required on the Playground and recreation ground and approved a budget facility for the work in year from the Playground EMR of £28,355

### **FC36 / 2019 Any other business**

There was no other business.

### **FC37 / 2019 As per the dates of meetings agreed in May 2019, the next finance meeting is 11 February 2020**

There was no other business, therefore the Chairman closed Part I of the meeting at 2.20pm. the Chairman convened Part II of the meeting.