

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 14 JANUARY 2010

Present: Cllr Birch – In the Chair David Allison – Clerk to the Council

Cllrs Bennett, Martin, Norman and Shafe

Voting Members: 5

Not Present: Cllr Bains

In Attendance: Cllr Brand

Public: None

FA567/10 Apologies for Absence

There were no apologies received.

FA568/10 Declaration of Interests

There were no declarations of interest.

FA569/10 Representations from the Public

There were no members of public present.

FA570/10 Minutes

It was proposed by Cllr Bennett and seconded by Cllr Norman that the Minutes of the meeting held on 10 December 2009 be approved as correct. The proposal was agreed and the Chairman signed the Minutes.

FA571/10 Matters Arising

FA564/09 (Monthly Accounts). A Councillor asked what the current situation was in regard to salt. The Clerk advised that the salt bins had been replenished recently but that had now been used. He added that he had endeavoured to source more salt but this was unsuccessful. Another Councillor said that a salt bin strategically placed in Baldwins Lane would be helpful and the Clerk said that the matter of salt bins was scheduled to be discussed at the next Planning and Development Committee meeting.

It was asked whether the meeting with our Accountants had taken place to address the matter of the budget column on the Management Accounts information. The Clerk replied that it had and that the matter had been resolved and he would elaborate under Agenda Item FA572/10, Monthly Accounts.

The matter of the 2008 expenditure on Fireworks was raised and the Clerk stated that new procedures had been introduced to ensure that any outstanding payments from orders raised and not settled by the end of the financial year would be accrued into the following financial year.

FA572/10 Monthly Accounts

The Chairman introduced this item and referred Members to the Monthly Management Accounts Report for month 9 (December 2009) which was circulated at the meeting.

The Clerk referred Members to the earlier discussion about the adjustment to the Management Accounts Budget column. He stated that this now accurately reported the budget provision for each item but the format of the Management Accounts could not accommodate monies that the Council had agreed would be used from Reserves in respect of various items. The Clerk continued that whilst any monies spent by the

Council, including that from Reserves as required, would be accurately reported in the 'Actual Current Month' and 'Actual Year to Date' columns, any balancing figure from Reserves would not be shown. The Clerk said that he would circulate the Schedule of monies that Council had agreed to be taken from Reserves representing £49,800 as shown in the 'Net Expenditure over Income' line on page 1 (Summary), 'Current Annual Budget' column.

The Clerk gave Members an overview of the monthly expenditure.

The matter of the 2008 Fireworks expenditure was raised and the Clerk said that he would contact our Accountants to seek advise on whether a counter entry can be put into the Cash Book as this was budgeted for last year and unspent given that the invoice was received in the current financial year. The Clerk added that to facilitate this (if the Accountants agreed), Council would need to agree a virement from Reserves. It was proposed by Cllr Bennett and seconded by Cllr Shafe that a recommendation be made to Council to vire £4,600 from Reserves. The proposal was agreed.

There being no further queries on the accounts, it was proposed by Cllr Norman and seconded by Cllr Bennett that the Management Accounts for Month 9 (December 2009) be approved. The proposal was agreed and the accounts were duly signed by the Chairman.

FA573/10 Budget 2010/2011 and beyond

This item was introduced by the Chairman and the Clerk advised that Members should be referring to the Draft Budget Schedule dated 18 December 2009 Version 5 (v5) as no changes had been made to this document following the Environment & Amenity Committee meeting held on 5 January 2010 and the Planning & Development Meeting on the 6 January had been cancelled due to the inclement weather.

The Clerk advised that the Draft Budget Schedule currently showed that with the current budget proposals put forward the potential Precept for 2010/2011 was showing as £252,967 representing a potential £10,000 increase over the current year (approximately £2.00 per household per year extra). Following a discussion it was proposed by Cllr Bennett and seconded by Cllr Norman that a recommendation to Council be made that the additional £10,000 be vired from Reserves to achieve a 0% Precept increase. The proposal was agreed.

The Clerk advised that he would update the Draft Budget Schedule and circulate it with the Minutes of this meeting for consideration at Council on 28 January 2010.

FA574/10 Closure

There being no further business, the Chairman closed the meeting at 8.41pm