
Minutes of the FINANCE COMMITTEE MEETING held Monday 9th November 2020 at 7.30pm via Zoom Video Conferencing.

Present: Cllrs Martin, Boylan, Reed and Bannister and Chappell

Also in attendance: Sarah Morgan (Clerk)

1. **To receive Apologies**

Noted: All members were present

2. **Disclosure of interest in items on the agenda**

To receive from members, disclosure of any (a) Disclosable Pecuniary Interests and, (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Kingsmead Parish Council's Code of Conduct.

Resolved: Cllr Martin declared an interest due to his employer holding a major contract with Veolia, however, was not involved in the Veolia grant application process as mentioned under item 5a, the financial forecast to year end.

3. **Public open forum**

- a) Members of the public are invited to address Councillors and raise issues of concern

Noted: No members of the public were present.

4. **Minutes**

- a) To approve the minutes of the Finance Committee Meeting held 5th October 2020

Resolved: It was resolved to approve the minutes of the Finance Committee Meeting held 5th October 2020.

ACTION: SM/NM

5. **Completion of external audit 2019-2020**

- a) To note the completion of the limited assurance review for the year ended 31 March 2020

Noted: The report from the external auditor and certificate with no concerns raised was reviewed and completion of the limited assurance review was noted.

6. **Budget 2021-2022**

- a) To consider the financial forecast to year end (*attached*)

Noted: The financial forecast to year end was reviewed and noted.

- b) To approve the forecasted salary budget for 2021-2022

Resolved The forecasted salary budget document based on 25 hours at SCP 28 was reviewed and approved, to be signed by the Chairman

- c) To consider the draft budget proposal and notes for 2021-2022

Resolved The draft budget proposal was reviewed and it was resolved to reduce the 4050 expenses budget by

£50 to £200, reduce the newsletter budget by £100 to £250 and remove the speed gun budget costs of £300 for the second draft, for final consideration by full council. It was noted that some costs cannot be determined at this stage, such as the grounds maintenance contract, so costs considered to cover these items (£60,000) have been placed within the draft budget at this stage until the final cost is agreed when the contract is awarded in January.

d) To consider recommendations to Full Council in relation to budget setting

Resolved The committee resolved to recommend that the precept is not increased in the next financial year as the reserves are now more substantial, with the year-end figure projected reserves to be over £40,000.

ACTION: SM

7. Close of Meeting

Noted: The meeting closed at 8.50pm
