

SLAUGHAM PARISH

FINANCE & POLICY

The Council Members are summoned to a Meeting to be held on Tuesday 10th August 2021 at 6.30pm VIRTUAL MINUTES

Sally Mclean – Clerk to the Council Email clerk@slaughampc.co.uk

Website: <http://www.slaughampc.co.uk>

Please note all COVID guidelines must be adhered to:

1. Do not come if you feel unwell at all
2. Please inform the clerk if you are going to attend. Public to sign in for track & trace.
3. Please respect others and wear a face mask until seated. Use the hand sanitiser provided.
4. Chairs will be laid out spaced apart, please do not move them
5. Maximum capacity is 20
6. The windows and doors will be open for ventilation so wrap up warm!

If you cannot attend and you would like to raise an issue or make a comment, please contact the clerk clerk@slaughampc.co.uk.

GDPR Notice - Please note that the Council is making audio and or video recordings of this meeting. The Council's recordings are used for administrative purposes only. By participating at the meeting, by requesting access you consent to this. If you do not agree please do not join the meeting. Please contact the Clerk for access.



Present: Cllr Michael Earle, Eric Prescott and Lorette Holborn

- F1008/01** **Apologies for absence** -To receive and accept apologies for absence
- F1008/02** **Declarations of Interest:** To note any declarations of interest.
- F1008/03** **Minutes of the meeting of Finance & Policy Committee 25th May 2021:** To receive and adopt the minutes. Cllr Earle presence alter “agenda” to minutes not APPROVED Cllr Holborn & Cllr Prescott
- F1008/04** **Adjournment for questions from the public:** The committee is to consider whether to adjourn the meeting in accordance with clause 1(d) of Standing Orders, in order to receive questions from members of the public. None
- F1008/05** **Matters arising from the Minutes** – To note any matters arising from the minutes. AGAR is with Moore External Auditors no points have been raised to date. Conclusion expected late August early September.
- F1008/06** **Financial Monitoring - Members to review the income and expenditure against budget 2018/19, to include reserves position.** The Committee considered the papers for review and resolved to make recommendation for approval at the Full Council 12th August **APPROVED**
Ref: Detailed Income & Expenditure by Budget Heading
Ref: Income and Expenditure Account
Ref: Summary Income & Expenditure by Budget Heading
Ref: Bank Reconciliation Statement as at 31st July 2021
- F1008/07** **To approve Bank Reconciliations for May, June and July 2021 – APPROVED**
- Committee amendments/clarifications**
Code 4148 – Handcross Sports Pavilion
- £100 Fire Inspection / Split with PPCC
Code 4610 – Neighbourhood Plan
- Professional Legal Fees £ 5495.00
Code 4719 – COVID £1k Reverse journal to reserves
Code 4411 – Handcross Recreation - Spend £9862.78
- £4659.40 Final Account Fowlers Refurbishment
- £4520.00 Fencing Playground
- £575 Legal Fees Petanque Licence Agreement
- Various £108.38
EMR 329 - Land Acquisition £3018.88 Legal Fees
£17k Budget – £1018.88 from General Reserves to cover Councils fees.

F1008/08

To consider review and approve additional expenditure coming forward 2020/21 – papers cc'd in advance

F2810/08/01 - Replacement Bus Stops Quotes - Handcross & Pease Pottage – Initial tenders considered. Further work approved on the understanding that additional quotes are required for consideration. The Clerk was instructed to work with the monitoring officer and identify appropriate LCI S106 monies for the shelters. The Committee appreciate that the timing is delicate with delivery and installation but wish to expediate this as soon as possible before the Winter sets in. The Committee resolved to make recommendation for further work at the Full Council 12th August

F2810/08/02 - Security Gate Quotes - Handcross Recreation Ground £7k budget – The Committee have three tenders of various designs similar costs request that a budget is set. The Committee considered the tender papers for review and resolved to make recommendation for approval at the Full Council 12th August **APPROVED**

F2810/08/03 - CCTV - Handcross Recreation Ground - APPROVED - The Committee considered the papers for review and resolved to make recommendation for approval at the Full Council 12th August **APPROVED**

F2810/08/04 - Installation of Benches at Handcross & Finches Field - Approved on the basis that these are 4 person benches x 4

F2810/08/05 - Boundary Review Handcross Recreation: The Committee considered the papers for review and resolved to make recommendation for approval at the Full Council 12th August **APPROVED**

F2810/08/06 – Neighbourhood Plan St Martin Close Professional Fees - The Committee considered the request for £10k professional fee funding for St Martin Close project. It is understood that most, if not all of these fees will be remunerated once a development partner is secured. The Committee resolved to make recommendation for approval at the Full Council 12th August **APPROVED**

F1008/09

To review S106 developer contributions – The Members reviewed the report in line with F1008/08 – The Clerk was instructed to discuss funding with the monitoring officer for some if not all of the projects identified, with a view to match funding to secure funds for delivery.

F1008/10

To review and approve the current year to date budget and expenditure for 2021-22. The Committee as required set a balanced budget approved in December 2020. They have a robust medium-term financial strategy in place; the budget is reviewed and refreshed annually following detailed consideration of how to allocate available money to best serve the needs of our residents and communities. The 2021/22 budget was ratified by Council and is monitored throughout the year to address any performance issues and manage key risks and pressures as they arise. It is not extraordinary for the budget to be altered when under review due to unplanned financial necessities. We try to ensure that, at year-end, the budget is balanced with a sufficient level of reserves to manage existing liabilities and emerging risks which may arise in 2021/22, including the unknown ongoing impact of COVID-19. The Council's financial position is secure having reviewed the forecast and accepted the projected additional spend. The Committee RECOMMEND the modifications to the budget to meet the needs identified. The Clerk was instructed to reference the movements for approval at Full Council on the 12th August. The Chairman congratulated and thanked the Clerk for her work.

- F1008/11** To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent. Such matters will be for noting only or deferral to a future meeting only. NONE
- F1008/12** **CONFIDENTIAL Matters:** The Council is asked to close the meeting to the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 to discuss the following item:
Crama Romaneasca – The Committee considered the approach from the owner of the site and recommend that Council take an all-inclusive view of the area the site and other potential options.
To deal with confidentiality, given the public nature of minutes, a report can be made that is separate from but referred to in the minutes. The minutes can detail the resolution and reference the confidential report but should not reveal the confidential information contained within it. Minutes are a record of resolutions made not a verbatim account of proceedings.
- F1008/13** Date of the next meeting/s – TBA