

SLAUGHAM PARISH
FINANCE & POLICY COMMITTEE
MEETING MINUTES

**The Council Members are summoned to a Meeting to be held on 15th October 2020
at 7.00pm Virtual**

MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS

This meeting is being held via the provisions made under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) England Regulations 2020 which allows local authorities to conduct meetings remotely

Sally Mclean – Clerk to the Council Email clerk@slaughampc.co.uk Website: <http://www.slaughampc.co.uk>

Present: Cllrs Michael Earle, Pete Clark, Eric Prescott,

F10/01 Apologies for absence: Bob St George, Andrew MacNaughton

F10/02 Declarations of Interest:

F10/03 Minutes of the meeting of Finance & Policy Committee 11th June 2020
To receive and adopt the minutes. **Matters arising from the Minutes –** To note any matters arising from the minutes. APPROVED Cllrs Prescott/Clark

F10/04 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.

F10/05 Financial Monitoring Review Income / Expenditure Review 2020/21: To note the account records in accordance with the Financial Regulations of the Parish Council, as follows: The Committee is asked to review the income and expenditure against budget 2020/21 to include reserves position and to consider and approve other financially related matters if necessary cc'd in advance *see item F10/06*
Ref: Detailed Income & Expenditure by Budget Heading
Ref: Income and Expenditure Account for Year Ended
Ref: Summary Income & Expenditure by Budget Heading
Ref Balance Sheet as at 31st March 2020
Ref Trial Balance as at 31st March 2020
Receipts 010820 – 141020
The Committee are satisfied that the Council finances are in order. The Clerk recommended that the Committee meet at the end of the November/early December to review Councils position in line with the financial regulations to complete the review for the year before setting the budget 2021/22.

F10/06 Projects 2021/22: The Committee is asked to review expenditure in relation to projects coming forward against budget 2020/21 *to include S106 position*

- Public Toilets – Awaiting ITT and design team meet for approval at FC Request for temporary hoarding of the site £1k – Committee require a quote for erection/materials to complete approval.
- Fencing Petanque – Cllr Clark to review site and advise.
- COVID related requirements PPCC and HX Sports Pavilion – The Risk Assessments planned for the 4th Nov will inform need/costs required - ongoing budget to be considered to refill replace/costs
- St Dunstons Land purchase to include legal fees – £15k (owner valuation) £2.5k Legal Fees – Ongoing design and costs to be agreed. The Clerk to instruct valuation.
- Streetlights Covert Mead – The Clerk is working with the monitoring office on infrastructure funds TBA

Alterations to be made to the budget

Tree Works – to increase budget to £5k anticipating future works required

Mobile Civic Fees coded 4399– Remove from budget service has now been cancelled indefinitely.

- F10/07** **Precept Interim Review 2021/22:** The Committee is asked to review expenditure in relation to projects coming forward 2020/21 and expenditure against budget 2020/21 to include S106 position – Members to meet in December once the tax base has been issued from the District.
- F10/08** **S106 Project Review 2020/21:** The Committee is asked to review developer contributions in relation to projects coming forward 2020/21 – cc'd in advance
The members reviewed the S106 with regards to funding projects outlined where possible in F10/6 - Enhancements projects, planters etc to be considered by require design/quotes to progress from LCI funds – The clerk to raise with the relevant teams managing the projects.
- F10/09** **National salary award update: The National Joint Council for Local Government Services (NJC)** is still yet to agree the new pay scales for 2020-2021, to be implemented from 1 April 2020. If agreement is reached after 1 April 2020, increase is to be backdated. A 2.75% increase is recommended to support the budget setting process for 2020/21
APPROVED
- F06/10** **Matters that members wish to raise for future discussion**
Part Time Staff - Brian Funnell /Brenda Rowe – Brenda wishes to reduce to 5 hours
The clerk to coordinate current salary information for review in December
The Clerk to confirm the Water Fees for the allotment at Warninglid for the year 2019/20

Date of Next Meeting:

Protocol for filming and recording at public meetings: The Council has a protocol for public filming, recording and photography at its meetings, which is available on the Council's website or on request from the Parish Office.