

Minutes 17th April 2019
Elmstead Parish Council – Finance Committee
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Councillors Jean Routledge (Chairman), Nick Bell, Mike Kirby and Martine Ward
Mrs Baxter (clerk)

Meeting commenced at 7.30pm

- 19/012 Apologies of Absence**
None
- 19/013 Declaration of Pecuniary Interests and Non Pecuniary Interests**
Cllr Ward – a member of Elmstead Market Art Group (grant application)
Cllr Routledge – a member of EIB and Upmarket (grant application)
- 19/014 To approve and sign the Minutes of the meeting of 10th January 2019.**
It was resolved to accept the Minutes of the meeting of 10th January 2019 as true and accurate.
Proposed: Cllr Routledge, Seconded: Cllr Ward, all in favour.
- 19/015 2018/19 Fourth Quarter Review**
To review the expenditure for the fourth quarter of 2018/19 against the set budget.
It was discussed that the review summary looks fine, all overspends are clearly explained.
It was pointed out that we have not had a bill for the cutting of the playing field. However we have paid 18 months of rental on the field because of timing of the invoices, hence the overspend as 12 months had been budgeted for.
The general reserves have decreased due to expenditure on LED lights and expenditure funded by donations and insurance reimbursements received in prior years. We set our general reserves at 9 months of budgeted expenditure so we'll need to keep an eye on it. The 19/20 budget is £34,885 so non ring-fenced reserves should be about £26,000 and are currently at £23,542.
- 19/016 Grant Applications**
To consider the applications made by the village groups and agree a recommendation to make to full council for approval.
The grant applications were reviewed. It was discussed that some groups need to provide more specific detail in their applications and not leave blank boxes. We'll follow up on this next year. The cricket club did not collect their cheque from last year and have not made an application. The cheque will now be void.
The committee agreed the amounts to recommend to the full council for each application.
- 19/017 Hose reel**
To discuss the purchase of a hose reel with trolley for the handyman for the purposes of watering the planters on the South Green.
It was resolved to agree expenditure of £160 plus VAT for the purchase of the above.
Proposed: Cllr Routledge, Seconded: Cllr Bell, all in favour.

Signature

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- 19/018 Legal fees for the New Community Centre**
To discuss the provision for legal fees for the new community centre in the 2019/20 budget.
There was a discussion of the estimate of costs received from an ECC lawyer. It was agreed to move £2,000 from the general reserve to the legal/professional fees reserve. This reserve is to include surveyor's fees.
- 19/019 Financial Regulations**
To review the Financial Regulations and to recommend any changes for approval to the full council.
The Financial Regulations were approved, and as the committee is able to do this under its terms of reference there is no need for the decision to be made by full council.
Proposed: Cllr Routledge, Seconded: Cllr Ward, all in favour.
- 19/020 Insurance**
Our long term agreement expires 31st May 2019. To discuss the process for a new insurance policy.
The clerk is to ask other councils who they use, the NFU was suggested. Also to ask EALC if they know of anyone. Cllr Routledge will assist the clerk with the renewal quotes and terms and the asset register.
- 19/021 Matters raised by Councillors for the next agenda or for information only.**
None

Minuted by Mrs. A Baxter
17th April 2019
Contact: elmsteadparish@gmail.com
01206 827139

Signature

Date