

HORNDDEAN PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE MEETING

MINUTES OF THE FINANCE AND GENERAL PURPOSES
COMMITTEE MEETING HELD AT JUBILEE HALL ON
1ST NOVEMBER 2021 AT 7:00 PM

PRESENT: Councillors D Alexander (Chairman), Mrs L Evans, A Forbes, P Little, D Prosser, B Raymond.

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer (Minute Taker); Simon Ritson, Responsible Financial Officer.

PUBLIC ATTENDANCE: There were no members of the public present.

F&GP 020/21//22 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Lay.

F&GP 021/21/22 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

F&GP 022/21/22 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public present.

F&GP 023/21/22 **TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 2ND AUGUST 2021**

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee meeting held on the 02 August 2021, are duly signed as a true record of the meeting.

All agreed.

F&GP 024/21/22 **TO RECEIVE AND CONSIDER THE QUARTERLY MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING SEPTEMBER 2021.**

The RFO circulated the report and explained the favourable variance was mainly due to reduced staffing levels and higher hall income. Allowing for staff levels returning to normal and hall income maintained, the anticipated budget surplus is expected to be approximately £70k-at year end. Hall income was slightly reduced in October but remains well above budget.

F&GP 025/21/22

TO RECEIVE AND CONSIDER THE REVISED DRAFT BUDGET FOR THE YEAR ENDING 2022/2023.

The amended draft budget was circulated by the RFO. A discussion followed regarding the salaries relating to the increase in the minimum/living wage of 6.6% and the utilities contracts, as costs are expected to rise. Amendments to the draft budget which include an increase from 1% to 3% in respect of the cost of living element of staff salaries was agreed, which is in comparison with the National Living Wage rates as announced by central government. Further discussion regarding the precept was undertaken to challenge the provisionally agreed increase of 2%. The revised draft budget will be presented to the next F&GP Committee meeting on the 06 December 2021 and will include a table to show how many months of NRE would be held in General Reserves for precept increases of 0%, 1%, 2% and 3%.

F&GP 026/21/22

TO REVIEW THE PARISH COUNCIL FINANCIAL RISK ASSESSMENT.

A discussion took place regarding minor amendments to the current Risk Assessment – revised format and some wording changes were agreed, and the final document will be presented to Council on the 22 November 2021.

F&GP 027/21/22

TO RECEIVE AND CONSIDER THE APPLICATION IN RESPECT OF THE FOLLOWING GRANT:


- **Horndean Community Association - £2401.95**

The grant application submitted by Horndean Community Association (HCA) £2401.95 was considered, and the sum of £672 was agreed for the purchase of fingerposts. Payable on provision of the purchase receipt by HCA.

It was **RESOLVED** to recommend to Council the following:

- Horndean Community Association - £672.00

Meeting closed at 20:05pm

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Chairman

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6-12-2021
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Dated