HORNDEAN PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 27th JANUARY 2020 AT 7:00 PM

PRESENT: Cllr D Alexander (Chairman), Cllr Mrs. L Evans, Cllr A Forbes, Cllr J Lay, Cllr B Raymond

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

PUBLIC ATTENDANCE: There was no members of the public or the press present.

F&GP 045/19/20 **TO RECEIVE APOLOGIES FOR ABSENCE**

All committee members were in attendance.

F&GP 046/19/20 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

F&GP 047/19/20 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public or the press present.

F&GP 048/19/20 **TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 09th DECEMBER 2019**

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee meeting held on the 09th December 2019 are duly signed as a true record of the meeting.

This was proposed by Cllr D Alexander and seconded by Cllr J Lay. All agreed.

F&GP 049/19/20 **TO RECEIVE AND CONSIDER THE QUARTERLY MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING DECEMBER 2019**

The RFO circulated the report and a brief discussion took place.

The highlights to note is that at the end of Quarter 3 the balance sheet shows a favourable variance of £29K. This is due to over target income of £8K (of which £5K is from hall hire) and underspend against budget of £20K.

The RFO explained that some of the itemised budget lines where underspend occurs have been trimmed for the 2020/2021 budget.

It is also to be noted that this does not include the cost of ongoing tree works due to Ash dieback.

F&GP 050/19/20 **TO RECEIVE A FINANCIAL UPDATE IN RESPECT OF THE JUBILEE HALL CONSTRUCTION PROJECT.**

The RFO circulated a report and a brief discussion took place. The report is to demonstrate how Finance is keeping track of the project expenditure.

It was **RESOLVED** that the contingency analysis update be included in the confidential part of the Council Meetings going forward.

This was proposed by Cllr A Forbes and seconded by Cllr J Lay. All agreed.

F&GP 051/19/20 **TO RECEIVE AND CONSIDER THE REVISED INVOICE PAYMENT FLOWCHART**

The RFO circulated the report and a brief discussion took place. Cllr L Evans proposed amending the wording according to the guidelines set out in the Financial Regulations (6.3)

It was **RESOLVED** that the amended flowchart be received by Council on 17th February 2020.

This was proposed by Cllr L Evans and seconded by Cllr D Alexander. All agreed.

F&GP 052/19/20 **TO RECEIVE AND CONSIDER THE APPLICATION IN RESPECT OF THE FOLLOWING GRANT:**

- Blendworth Brass Band - £500

The accounts provided by the application was scrutinised. According to the income and expenditure the applicants have working capital covering 2½ years. No indication as given that a specific reserve is being accrued.

It was **RESOLVED** that the application is declined.

This was proposed by Cllr J Lay and seconded by Cllr L Evans. All agreed.

Meeting closed at 7:55 pm

David Alexander
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Chairman

10 FEB 2021
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Dated