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**Minutes of the Finance Committee Meeting**  
**Monday 19<sup>th</sup> October 2015 at 8.00pm at Bluntisham Village Hall**  
**Present:** Treasurer: Mr Rob Gore, Mrs Philippa Hope, Mrs Kathy Searle, Mrs Anne Parsons, Mr Gary James, Mrs Margaret Lumb, Mrs Tracey Davidson (Clerk)  
**Also Present:** one member of the public

	<b>Open Forum</b>	Action
	Mrs Joan Gutteridge advised that following speaking with Cllr Steve Criswell about the grass and hedges to the new foot/cycle path. CCC have confirmed these areas will only be cut in May/June and October/November by CCC and if BPC want to take responsibility for cutting these on a more regular basis they need to factor this into the new budget.	
<b>250</b>	<b>Declaration of interest for items on the agenda</b> – None	
<b>251</b>	<b>Apologies for Absence</b> – Mr Alan Moules, away with work.	
<b>252</b>	<b>Minutes from meetings: 24.8.15</b> – The treasurer signed the minutes from the meeting. ( <i>Proposed Mrs Kathy Searle, seconded Mrs Anne Parsons. All agreed</i> )	
<b>253</b>	<b>Bank reconciliation</b> –the clerk shared the bank reconciliation electronically prior to the parish council meeting and no concerns were raised. The treasurer signed the paper copies.	
<b>254</b>	<b>Review of spending/budget for 2015/16 &amp; areas for monitoring</b> – all areas of overspend on the budget were questioned and it was agreed that a more detailed and clearer budget is needed for 2016/17 as the actual position is not as bad as it first appears. ( <i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i> )	Clerk
<b>255</b>	<b>Precept &amp; Budget 2016/17</b> – it was agreed that this meeting was to discuss the initial budget and not to set the new budget as further work by the whole committee was needed in order to do this, the following queries were raised: <ul style="list-style-type: none"> <li>• Who sets the village hall budget? The finance committee set this and have agreed to make this a more robust budget for the coming year.</li> <li>• Grounds maintenance of the areas surrounding the hall and the entrance to the hall are to be included and the clerk is to add this onto the HMC agenda for exact detail of work to be carried out.</li> <li>• A review of all village maintenance is to be carried out to be able to forecast the year ahead more accurately.</li> <li>• A new budget column for pensions is needed.</li> <li>• Pitch maintenance for the recreation area to be included as a budget line</li> <li>• New account fields to split out the income for the village hall showing the pitch hire for football and cricket, regular hall hire, casual hall hire, doctors rent.</li> <li>• Earmarked reserves to include the money which must be retained for emergencies (3 months budget-approx) and balance with the Cambs B/S balance.</li> <li>• Further discussion by the PC on time banking is needed before including into the new budget. The clerk is to add this onto the next PC agenda.</li> <li>• It was agreed for Mr Rob Gore, Mrs Philippa Hope and the clerk to get</li> </ul>	Clerk  Clerk/Philippa Hope  Clerk  Clerk  Rob Gore/Philippa

	<p>together to review each spending line in detail and prepare a draft budget before the next meeting.  <i>(Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.)</i></p>	Hope/Clerk
256	<p><b>Training – tree course</b> Following a discussion regarding trees and training it was agreed that as HDC will come out and give advice if needed on trees that to spend this money for new councillors to attend the training wasn't necessary at this time.  <i>(Proposed Mr Gary James, Seconded Mr Rob Gore. All agreed.)</i></p>	
257	<p><b>Change of bank account to accommodate online banking</b> – it was agreed that on-line banking is the way forward and the clerk is to find out more detail about what options are available.  <i>(Proposed Mrs Philippa Hope, seconded Mr Gary James. All agreed.)</i></p>	Clerk
258	<p><b>Insurance Premium Tax increase</b> – the clerk advised that our insurance tax will increase by 3.5% and it is to be noted that our policy won't increase purely the tax which is out of our control. This is to be included into the budget for the coming year.  <i>(Proposed Mrs Philippa Hope, Seconded Mr Gary James. All agreed.)</i></p>	
259	<p><b>Project funding:</b></p> <ul style="list-style-type: none"> <li>• <b>Play area &amp; Outdoor gym</b>–the applications are in and decisions won't be reached until the end of January 2016 at the earliest. Funds need to be allocated from the reserves to support both projects as agreed by the PC.</li> <li>• <b>LHI applications</b> – the clerk has shared the funding application but has advised it is very brief and any comments are to be shared with the clerk to add more detail onto the application.</li> </ul>	Clerk/All
260	<p><b>Any other matters for consideration</b> – Mr Rob Gore agreed to produce an article for the newsletter on the budget.</p>	Rob Gore
257	<p><b>Date of next meeting</b> – The date of the next meeting was agreed as Monday 9<sup>th</sup> November. The clerk is to meet with Mr Rob Gore &amp; Mrs Philippa Hope on Wednesday 28<sup>th</sup> October at 12.30pm.</p>	Clerk/Philippa Hope/Rob Gore

Meeting closed at 9.16pm