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Minutes of the Bluntisham Finance Committee Meeting Monday 9th November at 8pm in The Village Hall, Mill Lane, Bluntisham

Present: Mrs Margaret Lumb, Mrs Kathy Searle, Mr Gary James, Mrs Philippa Hope, Mrs Anne Parsons, Mr Rob Gore, Mrs Tracey Davidson (Clerk),

Also present: Mrs Joan Gutteridge & Mrs Sue Morgan

	<p>Open Forum: Mrs Joan Gutteridge asked if copies of the parish council accounts for payment, cash book, payments and receipts can be shared before each full parish council meeting. Mrs Margaret Lumb advised the information can only be shared after they have been approved at the parish council meeting. The clerk is to check with SLCC the correct procedure and add onto the next PC agenda for approval as at the time of this meeting the sharing of this information has not been approved by the full council. Mr Rob Gore suggested questioning each line from the accounts summary if she has a query.</p> <p>Mrs Sue Morgan raised concerns with the expenditure totals not agreeing the year to date from the cash book summary page. The clerk & Mr Rob Gore are to check this and amend as required. The cash book information was shared prior to the meeting with Mrs Sue Morgan and Mrs Joan Gutteridge by Mrs Kathy Searle.</p>	Clerk Clerk
262	Declarations of interest for items on the agenda –.None.	
263	Apologies for absence – Mr Alan Moules	
264	Minutes of the Finance meeting dated 19th October 2015 to be approved and signed – Minutes approved and signed by Mrs Margaret Lumb. (<i>Proposed Mrs Anne Parsons Seconded Mr Rob Gore. All agreed</i>)	
265	Bank reconciliation to be reviewed and signed – the bank reconciliation for October was reviewed by Mr Rob Gore and signed. No queries were raised.	
266	<p>Precept & Budget 2016/17 – Mrs Philippa Hope highlighted the new budget lines which have been added as agreed at the previous meeting. These include:</p> <p>Parish Council Receipts</p> <ul style="list-style-type: none"> • CIL Payment <p>Parish Council Payments</p> <ul style="list-style-type: none"> • Payroll Software • Pension Contributions • Website fees <p>Village Hall Receipts</p> <ul style="list-style-type: none"> • Cricket • Football • Regular Hall hire • Ad Hoc hall hire • Catering • Village Hall Fund Raising Events <p>Village Hall Payments</p> <ul style="list-style-type: none"> • VH Maintenance • VH Equipment 	

	<ul style="list-style-type: none"> • Licenses • Cricket Pitch maintenance • Football Pitch maintenance • Hall Gardener • Staff Holiday cover • Service costs <p>Earmarked Reserves</p> <ul style="list-style-type: none"> • PC Statutory reserve • LHI Bid • Village hall maintenance contingency • Pension • Playpark & outdoor gym contribution <p>The bank balances have been projected and all of the £90405.78 council balances have been accounted for.</p> <p>It was agreed the clerk is to separate the tractor and machinery maintenance lines to show the expenditure on each machine the PC owns and maintains.</p> <p>The LHI amount added into the budget is higher than agreed at the PC meeting, however, based on Cllr Steve Criswell’s recommendation it was advised that the PC contribute 20% towards the cost. The clerk is to add this onto the next PC agenda for approval.</p> <p>It was agreed that the new budget is much clearer and has more detail to it which will help with identifying areas in the future. It was agreed to print copies onto A3 to review during the finance meetings as they are much clearer to read.</p> <p>The Finance Committee propose to keep the precept at £92827.00 for the year 2016/17. (<i>Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.</i>)</p> <p>Mrs Kathy Searle raised concerns with the current year’s budget. Mr Rob Gore confirmed that although some lines are predicted an over spend the overall budget for the parish and village hall is projected to end approximately £2,200 over the projected outcome.</p>	<p>Clerk</p> <p>Clerk</p>
267	Any other matters for consideration – none.	
268	Date of next meeting – 18 January 2016 at 8pm.	

Meeting closed 9:22pm