

BUXTED PARISH COUNCIL

Clerk: Miss B Macklen & Mrs C Feltham,

PO Box 202, Heathfield, East Sussex TN21 1BN, Phone: 01435 813264

Email: clerk@buxtedparish.org.uk Website: www.buxtedvillage.org.uk

31st October 2018

The Chairman and Members of the Finance Committee

The Chairman and Vice Chairman of the Council,

copy: other Members of the Council

MINUTES OF THE FINANCE COMMITTEE MEETING 30th OCTOBER 2018

AT THE READING ROOM, BUXTED

Present: Cllrs Roberts (Chairman), Blandford, Rose and Illingworth. Also in attendance: Cllr Hoggan, Cllr Wells,
Clerks to the Parish Council: Beccy Macklen and Claudine Feltham

Members of the public present: None

1. Apologies for absence:

Cllrs McQuarrie and Johnson were not present at this meeting

2. Declarations of members' interests in respect of items on this agenda.

Cllr Wells declared a personal interest as Chairman of the Horticultural Society (grant applications).

Cllr Illingworth declared a personal interest as a member PCC.

3. Review and approval of the Minutes of the last finance committee meeting held on 9th June 2018.

The minutes were approved and signed as a true record.

4. Consideration of creating a Highways budget – Cllr Illingworth

There is an EMR for Traffic Management – which currently is set at £6,000, and within the precept for 2019-2020 suggested budget of £5,000 for Highways.

Cllr Illingworth agreed that the above figures were sufficient for Highways.

5. Review of half year financial report (1.4.18 to 30.09.18).

£101,011 was the precept requested and received from WDC during the financial year 1st April 2018 to 31st March 2019.

Overall the expenditure during the first 6 months is broadly as budgeted.

6. Consideration of budget proposals for 2019-2020.

BUXTED PARISH COUNCIL

Increase and decreases of note:

A budget of £1500 for an increase in salary and associated costs.

We previously budgeted £3,500 for publications, but feel this would be not necessary in 2019-2020.

Have increased the highways budget by £1000.

We have a new grant application procedure and so the grants for 2019-2020 have already been considered by full council. This gives an increase of £1200 on what was awarded in 2018-2019.

We have budgeted an increase of £1200 in maintenance costs for the Reading Room.

7. Consideration of precept request for 2019-2020.

The current earmarked and general reserves were considered. The question over the amount of the precept increase was discussed in depth. The finance committee agreed that a 2% increase (£2,020) would be appropriate and which would mean a precept request of £103,031. This will be suggested and ratified at full council in November 2018.

8. Risk Assessment – Cllr Roberts

Cllr Roberts explained the risk assessment and the finance committee discussed items included.

Cllr Illingworth suggested council resignations could be added to the Risk Assessment.

Cllr Wells created a version of the risk assessment which Cllr Roberts will consider.

This will be reviewed at the next meeting.

9. Any other matters properly notified

Meeting closed at 2019 hours.

Claudine Feltham

Clerk to the Council

Copy to ESCC Cllr R Galley & WDC Cllr Illingworth