

# PAPPLEWICK PARISH COUNCIL

Minutes of the Finance Committee meeting held at  
3 Stanker Hill Cottages, Forest Lane on Friday 22nd October 2010 at 7.00pm

Present:

Cllr D McCracken (Chairman)  
Cllr Mr C Womble  
Cllr Mrs S Roberts (vice chairman)  
Mrs K Mackenzie (Clerk)

Absent: Nil

Parishioners: Nil

The meeting commenced at 7.15pm

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Minute  
No.

81/10 1. APOLOGIES  
None

82/10 2. DECLARATIONS OF INTEREST

Cllr Roberts declared an interest as a committee member of Papplewick Cricket Club.  
Cllr Womble declared an interest in NCC matters.

83/10 3. HALF YEAR ACCOUNTS TO 30.9.2010

The half year accounts were produced by the Clerk and considered.  
Both Precept and Revenue Aid had been received in full. The current account stands at £14,106.48 as at 30th September 2010.

84/10 4. REVIEW SPENDING LEVELS AGAINST BUDGETS

Spending was broadly in line with budget. The £2000 accommodation budget remained as 'bought forward (b/f)' and the bulb planting budget remained unspent but b/f from 2009/10 at £300 and from 2010/11 at £300, totalling £600 to be bought forward to the 2011/12 budget.

It was agreed to propose that the budget set aside under donations should be agreed at the next full meeting of the Parish Council. It was agreed to hold onto the £500 donation towards the PCC Church Yard Extension Project at St James' Church until the PCC requested it and not to budget for a further amount in 2011/12 at present but the Finance Committee recommends considering this as a discretionary payment.

It was agreed that the budget for the printing of newsletters would not be sufficient as it stands at present if editions were to continue at their current rate.

Initials Chairman.....

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PPC had produced 4 copies so far this financial year, which is all the budget allows for. It is anticipated that a further edition will be required in the New Year following the January meeting and that an edition may also be required prior to the election. Costs equate to 18p per household per copy. It was agreed there was obviously a need to disseminate current Parish Council information and that 4 editions should be aimed at for 2011/12.

Following a lengthy discussion it was agreed that due to the budgets which were both cumulative and bought forward, eg, accommodation, bulb planting, and playing field equipment purchase, that a third account should be opened nominated as 'Allocated Reserves' to transfer these funds. This will help with transparency of the accounts.

85/10 5. PREPARE BUDGETS FOR 2011/12

All budget heads were reviewed. The attached draft budget for 2011-2012 was agreed for submission to the full Council.

86/10 6. PRECEPT RECOMMENDATIONS FOR 2011 - 2012

Subject to the Revenue Aid from Gedling BC remaining at the same level as 2010/11, it was agreed that the precept stay at the same level. Existing funds will be used to support expenditure over income received from precept and Revenue Aid.

87/10 7. REVIEW OF BANKING ARRANGEMENTS

It was resolved that Yorkshire Bank, Hucknall, continue to provide the Council's banking services.

88/10 8. APPOINTMENT OF INTERNAL AUDITOR

It was resolved to appoint Mr. Woodcock for a further term of one year.

89/10 9. CAPITAL GRANT

It was agreed that it may be unlikely that the Parish Council will receive any Capital Grant for 2011/12, having received the full grant for 2010/11 of £4679. Clerk also recommended that it would be too risky to ask GBC to carry forward any balance for continued capital expenditure. With this in mind it was agreed that with the agreement from GBC (already received) and when Julia T Betts advises the Clerk of estimated costs for acquiring Possessory Title of Church Lane, to pursue this with the agreed budget of £2000. Clerk also recommended waiting until January to commit the rest of the Capital budget. Clerk had put in a bid to the LIS for replacement of the Moor Rd noticeboard but should this bid not be successful, the Capital budget will cover the cost estimated by Malcolm Lane & Son at £1829 +VAT. Should this bid be successful, then the Parish Council can consider capital expenditure on a 4th piece of outdoor older peoples gym equipment, as Clerk had asked the Enterprise Group about funding a 3rd piece, or funding the brown tourism signs for the Pumping Station (application does not guarantee acceptance by Highways however), or a mini noticeboard at the Pumping Station or Hall Lane. The

latter is proving difficult at present between Conservation and Highways.

90/10 10. REVIEW OF INSURANCE ARRANGEMENTS

It was agreed to continue arranging insurances with Aon, current sums insured being considered adequate apart from it being agreed to remove the springy fire engine, springy horse and the display boards. The recently installed play equipment on the Playing Field had been added to the Council's policy on an 'All Risks' basis. The premium had increased as a result of this, exceeding the budget this year. The budget would have to be increased for 2011/12 following the installation of the roundabout.

91/10 11. VAT CLAIM

Clerk advised that she had submitted a claim already this financial year with £2412.28 being recouped. Cllr Roberts raised the matter of Local Authorities not be able to reclaim VAT in the future. Clerk agreed to raise this at the meeting for Parish Aid with GBC in December.

92/10 12. AOB

The Financial Risk Assessment Policy was reviewed and re-adopted with one amendment in the final page, stipulating that the Clerk should back up the laptop to an external hard drive rather than a CD which is passed to the Chairman at each full Parish Council meeting.

The minutes of the above meeting were accepted as a true record. Proposed by Cllr  
seconded by Cllr                      and signed by the Chairman.

The meeting ended at 10.05pm

Signed Chairman .....