

Elsenham Parish Council

Finance Committee Meeting

held on Friday 22 May 2020 at 11.00am

via online Zoom

Present

Mr. P Johnson (Chairman PJ), Mr. P Clear (PEC), Mrs. F Lambert (FL),
Dr. G Mott (GM), and Mrs. L Johnson (Parish Clerk LJ).

Minutes

1. Apologies for absence. None.
2. Declarations of Interest. None.
3. Open to the public. None present.
4. With the amendment on point 9, last line, to read 'onto April's agenda, the minutes were approved from the meeting held on 13 March 2020.

5. Item outstanding from last meeting

Finance Reserves Policy

As the Parish Council meeting to be held in April was cancelled, the Finance Reserves Policy has not been adopted by Full Council. PJ to send round the latest addition; if all members agree, LJ to add the policy for adoption at the Parish Council meeting in June.

6. Budgets 2020/21

EPC ended the financial year with a net receipt over payments of £9,769, adding this to the opening balance from 2019/20, of £46,129, makes the total amount for the opening balance for 2020/21 £55,898.

£55,898 plus precept £82,500, plus predicted income £5,990, equals £144,388.

Total amount of budgets for 2020/21 is £136,000.

£144,388 - £136,000 = £8,388

EPC therefore have an extra £8,388, either to top up budgets or add to reserve.

The figures are hard to explain at a Zoom meeting, as there is a lot of paperwork involved, it will be explained again when 'normal' meetings can resume.

LC pointed out that EPC may not receive the full contribution fees from the Football Club, of £2,400, due to them not using the field because of the Coronavirus.

PEC is to contact Paul Jarvis, the Chairman of the Football Club, to discuss the payments.

LJ gave all the documentation for 2019/20 to the internal auditor for inspection, and collected it the next day, everything was in order.

The Flowerbed Committee are replacing some of the flowerbed boxes in the village. In February 2020, District Cllr. Le Count promised to give the committee £500 from their home bonus fund to go towards this project. This has now been withdrawn, leaving the Flowerbed Committee short of funding. The Committee asked if funds were available, could they have an extra £500 onto their 2020/21 budget.

PEC said that as it was a small amount the committee could apply for a grant. LJ said that grants had been investigated but none were suitable for this kind of project. GM to advise the Flowerbed Committee of this decision at their next meeting, which is to be held on 26 May 2020.

The Communication Committee are holding a meeting on 28 May 2020, to discuss how the committee will operate going forward. At this meeting, the committee will decide if EPC need to employ someone to administer the website.

It was agreed to place the monthly payments for Zoom on budget 4045, meeting room hire.

It was agreed to keep budget 4303 as Tributes.

7. EPCs annual insurance cover due 1 June 2020

It was agreed to continue with Came & Company Local Council Insurance. Taking the three-year long-term agreement option of £1,129 per year.

PJ, PEC and LJ are to check the documentation, to agree the changes that are required.

Any Other Business.

LJ reported that she had received a cheque for £110.00 in the post from a funeral director in payment of a resent burial, the cheque however, did not have a payee, which was poor security. LJ to add EPC's name and pay it in to the bank account.

Mrs. L Johnson, Clerk to Elsenham Parish Council