

Barton Mills Parish Council

Clerk: Mrs Jadi Coe clerk@bartonmills.net 07724 737841

Chairman: Mr A. Harji 01638 510251

Minutes of the Meeting of Barton Mills Parish Council

held in the Church Rooms on Tuesday 27th November 2018 at 7:00pm.

Present: Cllr A. Harji, Cllr. R. Lewis, Cllr P. Boura, Clerk Jadi Coe

1. Apologies

None

2. Declarations of Members Interests

To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting.
None

3. Minutes

To approve the minutes of the 2017 Finance Committee Meeting dated 12th November 2017.
It was agreed by all that the minutes were a true record of the meeting. The minutes were signed by the Chairman.

4. Review of Budget to Actual Report 2018-19 to date

This was reviewed and any material variances were discussed and agreed.

5. Review of Capital Expenditure and Reserves

The estimated reserves calculated at 31.3.19 would be £16,000 (approx) including £2,760 earmarked for elections.

6. Proposed Budget 2019-20

The budget was discussed in length and agreed a net expenditure total of £21,380. The details would be forwarded to all councillors to agree at the next meeting.

It was agreed to hold an additional Finance Meeting at the end of April 2019 to discuss accounts format going forward and to consider showing expenditure and the budget net of VAT.

7. Proposed Precept 2019-20

It was agreed that the precept would match the budget of £21,380. This amount is less than the previous years precept but due to the tax band change householders of band D properties would see an increase of £2.92%. It was agreed the clerk to find out why the tax band rate has decreased although there are more houses in the village. (JC)

8. Review of Fixed Asset Schedule

It was agreed that the clerk should amend Asset Schedule to include two column; asset register and for insurance purposes.

It was also agreed to find out on what basis BMPC are insured for in regards to assets. (JC)

9. Review of the Financial Regulations

Points highlighted by the clerk were discussed and it was agreed no change to the regulations.

It was agreed as stated in the financial regulations that all regular payments, i.e. salaries, utilities should be paid by SO or DD and such payments would be approved at the beginning of each financial year, this would save the Parish Council time and money. (JC)

10. Account for Reserves

It was agreed £10,000 should be transferred to new account and that the clerk should ensure sufficient funds are held in the current account towards the end of the year.

This transfer would be made by 'letter' signed by two signatories at the next meeting. (PB/JC)

It was agreed that in the future it may be better to open a one month notice account in which provided a better interest rate.

Cllr P. Boura stated it was possible for the clerk to have administrative rights on the account which would include online 'view only' access. The form would be forwarded to the clerk for completion and signed at the next meeting. (JC/PB)

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11. Review of Insurance due for renewal February 2019

No correspondence expect request for additional asset items has been received in regards to the insurance including a renewal quote, therefore it was agreed to bring forward to the January meeting.

The meeting closed at 9:00



J. Coe Clerk

DRAFT