

# Barton Mills Parish Council

## Minutes for the Finance Committee Meeting

Held in the Church Room on Tuesday 12<sup>th</sup> December 2017 at 6:30pm.

**Councillors Present:** Cllr. A. Dawson (AD), Cllr. P. Boura (PB), Cllr. A. Harji (AH) & Cllr. R. Lewis (RL).  
**Also Present:** Clerk – Vicky Bright.

Item	Action
	<p><b><u>Public Forum – LGA 1972, Section 100(1)</u></b>            No members of the public in attendance.</p>
FC/17/12/1	<p><b><u>Accepted Apologies for absence – LGA 1972, Section 85(1) and (2)</u></b>            None.  <b><u>Absent</u></b>            None.</p>
FC/17/12/2	<p><b><u>Declarations of Members' Interests (for items on the agenda) – LGA 2000 Part III:</u></b>            None.</p>
FC/17/12/3	<p><b><u>Approve the Minutes of the 2016 Finance Committee Meeting held on 29<sup>th</sup> November 2016.</u></b>            The Minutes were proposed as a true record by Cllr. Boura and all voted in favour of adoption.  <b><u>Resolved FC/17/12/3.01</u></b>            The Minutes of the Finance Committee meeting of 29<sup>th</sup> November 2016 were adopted as a true statement and signed by the Chair, Cllr. Dawson.</p>
FC/17/12/4	<p><b><u>Review of Budget to Actual Report 2017-18 to Date</u></b>            The budget to actual report for 2017-18 to date was presented and scrutinised and accepted.</p>
FC/17/12/5	<p><b><u>Review of Capital Expenditure and Reserves</u></b>            The Committee confirmed the earmarked reserves for Elections of £2,760.00, Street Lighting of £6,000.00, Tree Works of £1,624.00 and £1,000 for the Peace Garden. It was agreed to include the following in the 2018-19 budget for earmarked reserves; Street Lighting £3,000.00, Tree Works £500 and the Peace Garden £2,000.00.</p>
FC/17/12/6	<p><b><u>Set Projected Budget 2018-19</u></b>            The projected budget for 2018-19 was itemised and proposed. Expenditure projections for 2018-19 totals £27,464.00.</p>
FC/17/12/7	<p><b><u>Precept Setting 2018-19</u></b>            This year's Tax base is £363.67 (Band D). In light of the imposed General Data Protection Regulations being enforced next financial year and due to our statutory requirement to meet the GDPR and the costs involved with this, the proposed precept figure for 2018-19 is £21,534.00, a 0.99% increase (£0.58 per household per annum).</p>
FC/17/12/8	<p><b><u>Review of Purchasing Materials, expenses claims and VAT Reclaim</u></b>            Cllr. Boura requested that expenses claims be itemised in the Minutes where they are approved as well as in the Cashbook records. The Clerk clarified that if a Councillor or the Clerk purchase materials they must ensure the receipt/invoice is made out to the Parish</p>

## **Barton Mills Parish Council**

Council, including the Councils registered address, to enable VAT to be reclaimed. The Clerk confirmed she had submitted the most recent VAT Reclaim to HMRC and would continue doing quarterly returns.

There being no further business the meeting closed at 7:07pm.

DRAFT