

FLITTON AND GREENFIELD PARISH COUNCIL

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The Church Hall
Brook Lane
Flitton
MK45 5EJ

12 October 2022

A **Meeting** of the **Flitton and Greenfield Parish Council Finance Committee** will be held on Wednesday 19th October 2022. The time will be confirmed prior to the meeting (it should be taking place after the Planning sub-committee but this is likely to be cancelled by Thursday unless there are any new planning applications)

Deborah Lawson

Deborah Lawson, Clerk to the Council

AGENDA

1. APOLOGIES AND DECLARATIONS OF INTEREST

To receive apologies for absence and any specific declarations of interest or requests for Dispensations

2. MINUTES OF LAST MEETING (attached)

To confirm the Minutes of the meeting held on 6th July 2022 and consider matters arising for information only

3. BUDGET 2022/2023 QUARTERLY ACCOUNTS REPORT and BANK RECONCILIATION

The reconciliation and income/expenditure for Q2 (end September 2022) is attached.

4. 2023 – 2024 BUDGET

The budget for next year is in preparation, earlier than usual, so it can be ready for the appointment of the new Clerk. A draft is attached.

5. GRANT APPLICATION

Following on from the Council meeting, we agreed to look again at the I Tea grant application and there is more information available now from Simon, on attendance, which I will circulate separately by email

6. DRAFT SPECIFICATION/ADVERTS FOR SERVICES TO COMMENCE APRIL 2023

- Grass Cutting
- Maintenance
- Cemetery gardening

7. APPOINTMENT OF CLERK

Update and any associated matters

8. NEXT MEETING Wednesday 14 December 2022

FLITTON AND GREENFIELD PARISH COUNCIL

Minutes of the Finance Committee held at The Church Hall on Wednesday 6h July 2022

Present: Cllrs N Arthur (Chair), M Gates, T King, G Ellis and J Wright

Also present: D Lawson (Clerk)

1. APOLOGIES AND SPECIFIC DECLARATIONS OF INTEREST

Apologies from Cllr B Rishton

2. MINUTES

The minutes of the meeting held on 13th April 2022 were accepted as a true record. There were no outstanding matters

3. BUDGET 2022/2023 QUARTER 1 ACCOUNTS REPORT AND BANK RECONCILIATION

The Chair presented the Q1 accounts, these were accepted, and the quarterly reconciliation was noted to show a correct balance. It was also noted that the spending was roughly on track for the first quarter.

RESOLVED To accept the Q1 accounts

DL

4. EXPENDITURE AT THE PLAYING FIELD

The following issues were noted and discussed

- An order has been placed for the CCTV cameras at the Playing Field/MUGA Carpark but they are on a long delivery time. They will be linked to the Village Hall system and a site visit will be arranged before installation.
- It has been very difficult to get quotes for the repair of equipment and installation of new safety surfaces. There has now been another ROSPA safety survey and many of the same points have been covered, there was discussion about the following
 - Accepting the quote to renew safety surfaces over time
 - Find a method to repair the equipment in accordance with safety standards. The details of a couple of companies who advertise refurbishment were noted and will be contacted before the next Council meeting
 - A programme to replace pieces of equipment over time and renew safety surfaces at the same time

It was agreed to discuss again at the upcoming Council meeting when more information may be available.

- We are awaiting a quote for the installation of a new pedestrian gate from the MUGA carpark to the Playing Field
- The spend from the Playing Field budget, was noted as £1840 out of a total of £8200, leaving £6359. There is £13,000 in the Reserve budget for the Playing Field. It may be possible to apply for some S106 funding towards costs

DL

5. ANNUAL GRANTS - GOOD NEIGHBOUR SCHEME & FOOTPATH WORK

An annual grant to both groups in the village was discussed and it was agreed

- to pay £100 to the volunteer footpaths group
- to ask the Good Neighbour Scheme what would help to cover their costs

RESOLVED that the above payment be made to the Footpath Group

DL

6. ACCESS TO ELECTRONIC BANKING

It was agreed that it would be helpful to increase the number of Finance Committee Councillors with access to the on-line banking system especially for the purpose of secondary authorisation of payments. It appears that this may be easiest for existing Barclays customers. Cllr Wright offered to help with the process

All members of the Finance Committee are already on the authorised signatory mandate and Cllr Wright agreed to find out whether this circumvents the need to prove identity in person at the bank.

Cllr Gates said he would contact the bank and it was noted that Cllr Rishton may find it easier to complete the application now telephone contact has eased after Covid.

**JW/
MG/
BR**

It was also agreed to make application for a Business Debit card and this process with be started too. As it will aid the Clerk in making purchases which require a card payment.	DL
7. JUBILEE BENCH	
A Jubilee Bench had previously been discussed as a long-term way of the Council marking the celebration. Fund raising for the party in the park had appeared to be successful in terms of the Race Night and sale of party bags prior to the event and Cllrs were keen to have a permanent memento of the event. Another picnic bench in the park was thought to be appropriate with a plaque and the Clerk agreed to get some quotes.	DL
8. AOB	
(i) The S106 application to the Westoning fund was discussed (before the meeting) and the Clerk said she now had the information to make a claim on behalf of the Village Hall for an accessibility project..	
. NEXT FINANCE COMMITTEE MEETING	
Weds 19 October 2022	
The meeting ended at 21.00h	
Signed Chairman 19 October 2022	