

# Great Wilbraham Parish Council

## Minutes of the Finance Committee Meeting of Great Wilbraham Parish Council

Held Thursday 22nd October 2020, 8.00pm via video conference

**Present:** Roddy Tippen (Chair), Stephen Bartlett, Sally Ramus and Claire Jackman  
The Clerk, Natalie Mulvey.

**F20-21/1 To receive and approve apologies for absence - None**

**F20-21/2 Declarations of interest and dispensations**

- (a) To receive declarations of interest from councilors on items on the agenda – None
- (b) To receive written requests for dispensations for disclosable pecuniary interests – None
- (c) To grant any requests for dispensation as appropriate - None

**F20-21/3 To sign and approve minutes -** Minutes of the Finance Committee meeting held on 7<sup>th</sup> May 2020 were proposed by S Bartlett seconded by C Jackman and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman of the Finance Committee.

**F20-21/4 To acknowledge receipt of external auditor certificate and report 2019/2020 -** The Clerk reported that she had responded to the external auditor on a small query raised and the certificate had not been received. The Clerk would include this item on the next agenda.

ACTION: CLERK

**F20-21/5 To review 2020 – 2021 accounts and budget review –** R Tippen talked members through the figures which were at the half year point. Most of the income for the year had been received but a significant amount of the expenditure was still to be paid. R Tippen reported that the LHI application had been submitted but there had been no news on whether it would be successful. Members discussed the known and expected expenditure and agreed some amendments were needed on project items. All agreed the finances were in good shape and on track.

**F20-21/6 To discuss preparation of 2021 – 2022 budget –** The Clerk presented an up to date budget forecast for 2021-2022. Figures were based on a 5% uplift on the previous year's budget. Members reviewed the proposed figures and discussed potential areas of change next year. The Clerk agreed to circulate the finalised budget document to the full Council in preparation for the precept to be agreed at the November meeting.

ACTION: CLERK

**F20-21/7 To consider expenditure applications –** The Clerk reported that none had been received.

**F20-21/8 To discuss website accessibility regulations –** S Bartlett advised that M Gienke had resigned as the editor of the Website and another resident had agreed to cover this role. Members discussed the investigation so far into compliance with the new regulations. S Bartlett advised that a further meeting was taking place with LW&SMB Parish Council to agree how to move forward. S Bartlett reassured members that from a risk perspective he was not concerned. Members agreed they were supportive of the approach discussed at the meeting. S Bartlett

agreed to present a proposal to the full Council in November.

ACTION: CLERK

**F20-21/9 To review GWPC Financial Regulations October 2019** – The Clerk presented the GWPC Financial Regulations and reported that there had been no changes to the NALC guidance. Members agreed to recommend the regulations to the full Council for approval with one minor change.

ACTION: CLERK.

**F20-21/10 To review GWPC assets and parish land deeds** – The Clerk presented the land registry schedule for members to review. R Tippen advised that the deed documents were in order and the rent agreements had been reviewed and will be reissued.

ACTION: CLERK

**F20-21/11 To discuss energy provider OPUS invoices** – The Clerk has circulated the latest statement following the complaint. The Clerk needed to complete a further review to establish the exact usage charged and rate. Once the charges have been agreed the payment will be refunded to the correct level.

ACTION: CLERK

**F20-21/12 To discuss village maintenance costs** – S Bartlett confirmed there was nothing to report.

**F20-21/13 To review GWPC calendar** – The Clerk confirmed the calendar was up to date.

**F20-21/14 Date of next meeting** - 18<sup>th</sup> February 2020 – 8.00pm

There being no further business the meeting closed at 9.15pm.