

Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 18th May 2020 by video conference.

Present: Councillors: A Homer, A Hood, A Mabbett, S Nock and Dr R Morgan.
In attendance, the clerk.
0 members of the public.

138/20 Election of Chairman and Vice Chairman

Cllr. Mabbett and Cllr. Nock were elected Chairman and Vice-Chairman respectively.

139/20 Apologies. Apologies had been received and were accepted from Cllr. Ingram.

140/20 Declarations of interest. None.

141/20 Dispensations. None requested.

142/20 Minutes of previous meeting.

The minutes of the meeting of 20th April 2020 were approved by the Committee.

143/20 Bank reconciliation.

The Committee noted that the monthly bank account and 'Quick books' reconciliation had been carried out by Cllr. Morgan, which he had confirmed by e mail to the clerk for Council records.
Cllr. Homer would carry out the end of May reconciliation procedures.

144/20 Accounts for Payment.

The clerk had previously circulated the May list of items for electronic payment totalling £4,758.30. The Committee noted and authorised the payments instructing the clerk to make the payments.

145/20 Fairfield Gardening

Further to the resignation of Mr Bernard Edwards the Committee agreed that a new schedule of jobs would be drawn up by Fairfield Cllrs. Ingram and Mabbett and working with the clerk source a new contractor.

146/20 Council Accounts 31st March 2020

The Committee noted the income and expenditure position for the full financial year ending 31st March 2020.

It also noted that the internal audit procedures were now underway with Mr John Benner.

	Apr '19 - Mar 20	Budget	£ Over Budget	% of Budget
'Ordinary' Income/Expense				
Income				
Lengthsman Scheme	3,078.20	3,148.00	(69.80)	97.78%
The Deli Belb. Rent (25%)	1,200.00	1,200.00	0.00	100.0%
Precept (Council Tax)	65,000.00	65,000.00	0.00	100.0%
Uncategorized Income	0.00	0.00	0.00	0.0%
VAT refund	0.00	0.00	0.00	0.0%
Total Income	<u>69,278.20</u>	<u>69,348.00</u>	<u>(69.80)</u>	<u>99.9%</u>
Gross Surplus	69,278.20	69,348.00	(69.80)	99.9%

Expense				
Administration	6,195.53	6,580.00	(384.47)	94.16%
Clerk's salary				
Employer's NI	1,389.08	1,421.00	(31.92)	97.75%
Employer's pension	5,431.68	5,227.00	204.68	103.92%
Salary	19,788.95	18,822.00	966.95	105.14%
Clerk's salary - Other	<u>(6,650.00)</u>	<u>(6,000.00)</u>	<u>(650.00)</u>	<u>110.83%</u>
Total Clerk's salary	19,959.71	19,470.00	489.71	102.52%
Communication	1,385.35	1,465.00	(79.65)	94.56%
Contingency	0.00	0.00	0.00	0.0%
Councillors expenses	90.00	600.00	(510.00)	15.0%
Election Costs	173.60	0.00	173.60	100.0%
Footway Lighting	5,812.54	6,400.00	(587.46)	90.82%
Legal and Professional	35.00	35.00	0.00	100.0%
Maintenance works	4,680.18	4,814.00	(133.82)	97.22%
Maintenance Grants	4,815.00	4,815.00	0.00	100.0%
Meeting Room	0.00	0.00	0.00	0.0%
Open Spaces & Footpaths	24,356.83	24,500.00	(143.17)	99.42%
Section 137 Expense	<u>612.00</u>	<u>669.00</u>	<u>(57.00)</u>	<u>91.48%</u>
Total Expense	<u>68,115.74</u>	<u>69,348.00</u>	<u>(1,232.26)</u>	<u>98.22%</u>
Net 'Ordinary' Income	1,162.46	0.00	1,162.46	100.0%
'Other' Income/Expense				
Other Income				
Agriculture Holdings - Farm				
Business Tenancy Rents	5,792.91	7,650.00	(1,857.09)	75.72%
Fairfield Villa F. C. Rent	2,806.74	2,700.00	106.74	103.95%
Interest from cash deposits	6,470.29	4,500.00	1,970.29	143.78%
'The Deli', Belb. Rent (75%)	4,800.00	4,800.00	0.00	100.0%
Ward Members Funds	1,489.23	0.00	1,489.23	100.0%
Wayleaves (n'Power/N.Grid)	<u>445.98</u>	<u>250.00</u>	<u>195.98</u>	<u>178.39%</u>
Total Other Income	21,805.15	19,900.00	1,905.15	109.57%
Other Expense				
Clerk sal. 25% allocation	6,650.00	6,000.00	650.00	110.83%
Grants to Parish Bodies	6,172.50	5,000.00	1,172.50	123.45%
Minor Grants	1,000.00	1,000.00	0.00	100.0%
Parish Projects	6,409.00	7,900.00	(1,491.00)	81.13%
Total Other Expense	<u>20,231.50</u>	<u>19,900.00</u>	<u>331.50</u>	<u>101.67%</u>
Net 'Other' Income	<u>1,573.65</u>	<u>0.00</u>	<u>1,573.65</u>	<u>100.0%</u>
Total Surplus	<u>1,573.65</u>	<u>0.00</u>	<u>1,573.65</u>	<u>100.0%</u>
Year to 31.3.2020	<u>2,736.11</u>	<u>0.00</u>	<u>2,736.11</u>	<u>100.0%</u>

147/20 Parish Council Financial Strategy

The Committee agreed to adopt the current 'Financial Strategy' without alteration for the next 12 months.

148/20 Maintenance Work

The Committee had no urgent maintenance items to raise.

149/20 Any other Finance Business

The Committee agreed that the next Finance Committee Meeting on 15th June will review the arrangements for supporting the Parish Council's tenants during the health crisis.

The Meeting closed at 8.25p.m.

To be agreed as a true record by a future Committee Meeting.