

Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 21st March 2016 in the Jubilee Room Belbroughton Recreation Centre.

Present: Councillors J Bradley (Chair), A Hood, P Margetts, Dr R Morgan, D Roberts and, C Scurrall. In attendance: John Farrell (Clerk). 1 member of the public.

092/16 Apologies - Apologies were received and accepted from Cllrs. A Mabbett and, G Parsons.

093/16 Declarations of interest: None. **094/16 Dispensations.** None requested.

095/16 Minutes of previous meeting

The minutes of the meeting on 15th February 2016 were approved. The Chairman signed the minute book.

096/16 Bank reconciliation

The bank reconciliation for the Council's operational bank account was noted and Cllr. Margetts signed the bank statements and the 'Quickbooks' reconciliation prints. The Committee agreed that Cllr. Hood would carry out the next monthly reconciliation processes at the April Finance Committee meeting.

097/16 Accounts for Payment

The clerk circulated the list of items for payment in February totalling £3,217 and detailed the transactions involved. The payments were authorised by the Committee and Cllrs. Bradley and Scurrall signed the cheques.

098/16 Parish Room Belbroughton

The Committee noted that the tenant remained in arrears of £355.02 plus the March rental of £479.17. It decided to ask the clerk to continue to chase for payments and provide an update to the full Council on 4th April.

099/16 Grants

The Committee deferred reconsidering the cllrs. who would form the 'Working Group' to assess grant applications until the May Finance Committee meeting as by then the members of the Finance Committee for the next council year would be known.

100/16 Income and Expenditure.

The Committee noted the parish council income and expenditure position for the 11.5 months to 17th March 2016.

Ordinary Income is ahead of budget due to the receipt of the Council Tax Support Grant which was not guaranteed to be received when the budget was set in January 2015. W.C.C. will be invoiced for the outstanding balance under the Lengthsman Scheme by the end of the month.

Ordinary Expenditure shows a significant surplus with the council not requiring to utilise contingency for other than the recovery of funds for the costs of the collapsed wall in Belbroughton in 2013/14. There were minimal election costs as neither ward had a contested election. Further bills will be received for the Open Spaces & Footpath line prior to the year end.

Other Income benefits from the yield from the maturing five year investment with Investec.

Other Expenditure – there remain agreed payments to make under grants and parish projects.

			Apr '15 - Mar 16	Budget	£ Over Budget	% of Budget
Ordinary Income/Expense						
	Income					
	CT Support Grant		2,849.00			
	Lengthsman Scheme		1,207.68	3,150.00	(1,942.32)	38.34%
	Meeting Room Rent		999.96	1,000.00	(0.04)	100.0%
	Precept (Council Tax) (B.T. Compensation)		65,000.00	65,000.00	0.00	100.0%
	VAT refund		0.00			
	Total Income		70,430.34	69,150.00	1,280.34	101.85%
	Gross Surplus		70,430.34	69,150.00	1,280.34	101.85%
	Expense					
	Administration		4,753.73	5,325.00	(571.27)	89.27%
	Clerk's salary		16,204.65	15,585.00	619.65	103.98%
	Communication		1,251.02	1,845.00	(593.98)	67.81%
	Contingency		10,000.00	12,750.00	(2,750.00)	78.43%
	Councillors expenses		245.40	700.00	(454.60)	35.06%
	May 2015 Election Costs		151.25	1,800.00	(1,648.75)	8.4%
	Footway Lighting		6,140.10	7,600.00	(1,459.90)	80.79%
	Legal and Professional		35.00	500.00	(465.00)	7.0%
	Maintenance		822.49	950.00	(127.51)	86.58%
	Maintenance Grants		4,625.00	4,625.00	0.00	100.0%
	Meeting Room		90.00	180.00	(90.00)	50.0%
	Open Spaces & Footpaths		12,470.25	14,850.00	(2,379.75)	83.98%
	Section 137 Expense		599.00	663.00	(64.00)	90.35%
	Total Expense		57,387.89	67,373.00	(9,985.11)	85.18%
	Net Ordinary Income		13,042.45	1,777.00	11,265.45	733.96%
	Other Income/Expense					
	Other Income					
	Agriculture Holdings FBT Rents		5,471.07	7,294.76	(1,823.69)	75.0%
	F'field Villa F C Rent		2,517.18	2,500.00	17.18	100.69%
	Investment Income		17,247.92	2,000.00	15,247.92	862.4%
	Other Income Parish Room		4,750.08	4,750.00	0.08	100.0%
	Ward Members Funds		577.00			
	Wayleaves		511.43	445.00	66.43	114.93%
	Total Other Income		31,074.68	16,989.76	14,084.92	182.9%
	Other Expense					
	Clerk salary allocation (25%)		5,375.15	5,195.00	180.15	103.47%
	Grants to Parish Bodies		2,311.00	5,000.00	(2,689.00)	46.22%
	Minor Grants		900.00	1,000.00	(100.00)	90.0%
	Parish Project Expenditure		1,616.16	4,000.00	(2,383.84)	40.4%
	Ward Members Funds Grants		577.00			
	Total Other Expense		10,779.31	15,195.00	(4,415.69)	70.94%
	Net Other Income		20,295.37	1,794.76	18,500.61	1,130.81%
	Surplus for the Year		33,337.82	3,571.76	29,766.06	933.37%

101/16 Parish Projects

The Committee noted that the projects in Fairfield for upgrading the bus shelters and gardening works were in hand and Cllr. Mabbett was anticipating shortly submitting invoices for works.

Cllr. Bradley advised that the footpath diversion near to Hackmans Gate Lane was in process but as expected would take many months to move through the necessary procedures. This project was to benefit from a £1,000 contribution from County Councillor Rachel Jenkins.

Action: the clerk was asked to confirm to Cllr. Jenkins that this project would run into the next financial year

The 'Working Group' for Parish Projects was due to meet shortly and the Committee urged council members to inform the 'Working Group' via the clerk of any fresh projects for consideration.

102/16 Maintenance Work

Cllr. Scurrell advised that there was an accumulation of mud on the road at the corner of Brook Rd and Bournheath Rd.

Action: the clerk to report into the W.C.C. Hub.

Cllr. Hood advised that the green area at Quantry Lane Bellheath required reseeding following works by B.T.

Action: the clerk to assess works with the Parish gardener after assessing if B.T. should carry out remedial work.

Cllr. Margetts advised that fingerposts signs in Dark Lane leading to the Five Spice restaurant were missing.

Action: the clerk to contact W.C.C. seeking replacements.

Cllr. Margetts advised that a bench in Hartle Lane required assessment for possible refurbishment.

Action: the clerk to contact James Callaghan to assess its condition.

Cllr. Margetts advised that the solar powered speed warning sign in Hackmans Gate Lane was not working.

Action: the clerk to report to W.C.C. Hub.

103/16 Other Finance Business

Cllr. Bradley thanked Cllr. Margetts for the litter pick he organised in Belbroughton the previous weekend.

The Meeting closed at 9.05 p.m.

Signed.....Chairman