

Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on Monday 18th January 2021 by video conference facility.

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

20/21 Apologies. None Received.

21/21 Declarations of interest. None.

22/21 Dispensations. None requested.

23/21 Minutes of previous meeting.

The minutes of the meeting of 14th December 2020 were approved by the Committee.

24/10 Bank reconciliation.

The Committee noted that the monthly operational bank account and 'Quick books' reconciliation had been carried out by Cllr. Ingram, which he had confirmed by an e mail to the clerk for Council records. Cllr. Mabbett would carry out the reconciliation procedures for the month ending 31st January 2021.

25/21 Accounts for Payment.

The clerk had previously circulated for perusal the list of items for payment in December totalling £3,573.24 The Committee noted and authorised the payments instructing the clerk to make the electronic payments.

26/21 Parish Upkeep Tenders

The meeting would have been closed to the general public and the press during this item due to commercial sensitivity. However, as none were present the meeting did not require to be closed.

The Committee noted the tenders from the three contractors from the seven operators who had been asked to quote for the 2021 season. The Committee agreed to appoint 'Greenaways' of Arley. The Committee agreed that in addition to regular monitoring of the works carried out the contract would be formally reviewed for quality of the work at the September Finance Committee meeting and consideration given to renewing with the contractor for a further two seasons – 2022 and 2023.

The Committee noted that it will also require access to other general maintenance contractors from time to time.

27/21 Income and Expenditure

The Committee noted the position as at the 31st December 2020 being nine months of the financial year. The Chairman thanked the clerk for the presentation.

	Actuals Apr - Dec 20	YTD Budget	Annual Budget
Ordinary Income/Expense			
Income			
Lengthsman Scheme	1,249.25	2,362.00	3,148.00
Meeting Room Rent	600.00	900.00	1,200.00
Precept (Council Tax)	65,000.00	65,000.00	65,000.00
Uncategorized Income	0.00	0.00	0.00
VAT refund	0.00	0.00	0.00
Total Income	66,849.25	68,262.00	69,348.00
Gross Profit	66,849.25	68,262.00	69,348.00
Expense			
Administration			
Audit Fees	590.00	700.00	700.00
Clerk's Expenses	1,040.99	1,856.31	2,475.00
Computer Supplies	1,298.99	112.50	150.00
Council Insurance	1,841.50	1,725.00	1,725.00
Rent	0.00	1,050.02	1,400.00
Stationery	72.15	19.00	25.00
Training	0.00	150.02	200.00
Total Administration	4,843.63	5,612.85	6,675.00
Clerk's salary	15,460.11	14,988.77	19,985.00
Communication	1,238.19	1,422.00	1,422.00
Contingency	0.00	0.00	0.00
Councillors expenses	0.00	450.03	600.00
Election Costs	0.00	0.00	0.00
Footway Lighting	189.69	4,800.01	6,400.00
Legal and Professional	35.00	35.00	35.00
Maintenance			
Fairfield Rec Insp of playequip	332.50	350.00	350.00
Maintenance- other	334.18	3,225.01	4,300.00
Total Maintenance	666.68	3,575.01	4,650.00
Maintenance Grants	5,000.00	5,000.00	5,000.00
Open Spaces & Footpaths			
Belbroughton green spaces	2,395.23	3,237.02	4,316.00
Emptying Poop-a-scoop & Litter	3,104.46	3,187.52	4,250.00
Fairfield Green Spaces	638.95	1,788.02	2,384.00
Footpaths Maintenance	0.00	1,875.01	2,500.00
Grass Mowing	4,885.00	4,500.00	6,000.00
Grit for bins	0.00	250.00	250.00
Lengthsman	1,258.25	2,525.26	3,367.00
Little Bell Hall pool	200.00	375.02	500.00
Maintenance of Badgers Copse	0.00	300.00	300.00
Tree work	0.00	0.00	0.00
Total Open Spaces & Footpaths	12,481.89	18,037.85	23,867.00
Section 137 Expense	561.00	714.00	714.00
Total Expense	40,476.19	54,635.52	69,348.00
Net Ordinary Income	26,373.06	13,626.48	0.00
Other Income/Expense			
Other Income			
Agriculture Holdings FBT Rents	5,792.91	5,737.50	7,650.00
F'field Villa F C Rent	714.24	2,156.26	2,875.00
Investment Income	3,911.59	3,375.00	4,500.00
Other Income	2,400.00	3,600.00	4,800.00
The Green Boundary Agreement	0.00		0.00
Ward Members Funds	3,000.00	0.00	0.00
Wayleaves	449.00	281.25	375.00
Total Other Income	16,267.74	15,150.01	20,200.00
Other Expense			
Clerk 25% allocation	4,650.00	4,500.00	6,000.00
Grants to Parish Bodies	1,914.00	3,750.02	5,000.00
Minor Grants	0.00	750.01	1,000.00
Parish Project Expenditure	20,032.67	6,150.01	8,200.00
Ward Members Funds Grants	0.00		0.00
Total Other Expense	26,596.67	15,150.04	20,200.00
Net Other Income	(10,328.93)	(0.03)	0.00
Surplus for the Year	16,044.13	13,626.45	0.00

28/21 Maintenance Work

No items.

29/21 Other Finance Business

The clerk advised that clarity on the streetlight columns replacement costs should be available from the County Council in time for the next Finance Committee meeting.

The clerk confirmed that in early January the Precept request signed by the Chairman and himself had been sent to Bromsgrove District Council who collect the funds on behalf of Parish Councils.

The Meeting closed at 8.20p.m.

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