

Burwash Parish Council Finance Committee

Minutes of Burwash Parish Council Finance Committee

Held on the 23rd June 2018, at 7.00pm in Parish Room (Internet Room), The Bear Car Park

Present

Chair – (due to the absence of Cllr Dixon) Cllr McBride, Cllr Moore and Cllr Pope

Public Time

No public were present.

1. Apologies for Absence

Apologies received and noted for Cllr Dixon and Cllr Elmslie

2. Disclosures of Interest

No declarations made.

3. Correspondence to the Clerk

Clerk raised that during her maternity leave an invoice was received from the Play Inspection Company for the Burwash W&CMF Playing Field. Cllrs asked the Clerk to write to the Burwash W&CMF Playing Field Committee as a reminder to ensure this year's invoice is not sent to the Council as the funds for this were covered in the grant.

4. Accuracy of the minutes of the previous meeting

RESOLVED – minutes of the Council Meeting held on 23rd June 2018 are a correct record of that meeting.

5. Finance (standing item)

- a. Bank balances at 25/06/18 are £51,288.48 in current account and £10,672.35 in the savings account.
- b. Members are asked to receive and note the Budget Monitor, Statement of Earmarked Reserves and Bank Reconciliations at 25/06/18
- c. Members were asked to note the following:
 - i. Budget monitor (Income and Expenditure Report) –
 - Line 1126 is £63 still in credit due to a £200 accrual.
 - Lines 2000 and 1509 are the income and expenditure lines added for the Kipling Statue Project.
 - ii. Earmarked reserves still at £39, 482.75
 - iii. Bank reconciliations were recorded at £0

6. Review expenditure and income for the first quarter

All items where as expected

- a. Line 1120 was noted to be higher than usual for this time of year due to the need to buy equipment for GDPR compliancy. Still only at 38% budget spend but noted to keep an eye on in future months to ensure no overspend.

7. Review surplus funds from 2017/18 and proposal to earmark

Councillors reviewed the current earmarked projects. All current levels of funding were as expected and no requirement to increase or decrease funds. The RFO showed that around £5,000 of surplus funds were in the General Working Capital for existing of future programmes of work.

8. Review Clerk's annotated report

The Clerk will work with Cllr Moore to develop a suitable annotated report.

Meeting closed at 8.00pm