

Burwash Parish Council Finance Committee

Minutes of Burwash Parish Council Finance Committee meeting, held on 5th February 2020, at 7.00pm in the Parish Room, The Bear Car Park.

Members present: Chair – Cllr. Franklin, Cllr. T. Fox, Cllr. D. O’Neill and Cllr. B. Newman.

1. Apologies for Absence

Apologies were received from Cllr. A. Newson (holiday) Cllr. S. Moore (business) and Cllr. N. Moore (unwell)

2. Disclosures of Interest

There were none.

3. Minutes of the previous Finance meeting

The minutes of the meeting on 6th January 2020 had been signed at the Full Council meeting on 14th January 2020.

4. Forecast of Expenditure.

Due to the resignation of Cllr. B. McBride, extra signatures were required. Cllr. N. Moore is now an Authorised Signature, but not yet set up on Internet Banking. Cllrs. O’Neill and Newman agreed to be Authorised Signatures, for Internet Banking; Cllr. Franklin would contact the Bank. This would give 5 Authorised Signatories, also able to conduct Internet Banking. **To be Resolved at Full Council.**

The members had received copies of the Bank Statement as at 31st January 2020, the Bank Reconciliation, copies of the Earmarked Reserves, the Statutory Balance Sheet, the Statutory Income and Expenditure Statement and the Detailed Income and Expenditure against Budget. There was a discussion:

- a. It was agreed to refer the Accounts headed Kipling Day Event and National Trust Project to Full Council for an explanation
 - b. The Clerk to correct the anomalies on the General Administration costs a/c
 - c. It was accepted that the correction of the GA a/c would increase the overspend on Website & IT a/c.
 - d. Earmarked Reserves; These should be increased:

1. War Memorial	+£450	New Bal. £490.50
2. Car Park	+£500	New Bal. £2,793.00
3. Core Reserves	+£2,000	New Bal. £25,739.56
- The Clerk to action.

Cllr. O’Neill then spoke of the 20mph Project and the costs associated. An ESCC Highways Feasibility Study was now additionally required, in order to apply for the Community Match Funding, and the costs could be greater than previously calculated.

Cllr. Newman suggested he would write an explanation of the increase to the Parish Council portion of the Council Tax rise for the Parish Broadsheets, and Cllr. O’Neill would give an outline of the Plans for the 20mph Project.

5. Grant Applications 2020/21

An application had been received from the Burwash Common and Weald Residents Association for a grant of £50.00 towards their planned Street Party as part of their VE75

Commemorations. This was agreed, the Council should support Community functions, it would be a S.137 payment.

6. Restructure of Full Council Meetings.

It was agreed that a Finance meeting would continue to be held before the Full Council meeting, and that the Finance Committee would support a Full Council restructure.

7. Transfer funds from Current to Saving Account.

Until there were sufficient Signatories able to conduct Internet Banking, the balance in the Community account needed to be sufficient to cover expenditure. It was agreed that when the Signatory list had been increased, the members would look carefully at the Interest rate received.

8. Information for noting or including on a future agenda

None.

9. Proposed Date of next meeting: Tuesday 3rd March 2020 at 7.00pm.