

Staveley and Copgrove Parish Council

Website: <https://staveleyandcopgrovepc.org.uk>

Clerk: Rebecca Crabtree

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Minutes of the Finance Sub Committee Meeting held on Tuesday 24th November 2020 at 7pm The meeting was held online

Commenced: 7.01pm

Concluded: 7.23pm

Present:

Cllr Graham Bowland (Chairman)

Cllr Helen North

Cllr John Thornton

Clerk: R. Crabtree

1. Reminder by the Chair of the Council's policy for the audio or visual recording of the meeting.

Cllr Bowland welcomed all to the meeting and the attendees were advised of the Recording policy.

2. To receive apologies and approve reasons for absence.

All councillors were present.

3. To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.

None declared.

4. To confirm the minutes of the meeting held on 24th September 2020 as a true and correct record.

Resolved that the minutes of the meeting held on 24th September 2020 be approved as a true and accurate record.

5. To receive an update on the financial accounts for 2020-21.

The Committee was advised of income and expenditure since the last meeting.

It was noted that Cllr Bowland had updated the Income and Expenditure spreadsheet with amendments agreed at the last meeting and had broken down the asset management costs in a separate folder.

The forecasted costs were discussed which included the cost of installing the Copgrove signs, festive lights, chain and lock for the play area and the works for the recreation field hedge.

It was noted that the salary costs may change due to the resignation of the Clerk.

Resolved to allocate £4,415 for the fencing and then remove the ring-fenced reserve to match this.

Action: Cllr Bowland will update the financial report with the agreed figures.

The RFO will amend the website.

Update the Asset Register to include the Copgrove signs and update the Insurance provider.

6. To review the FSC action checklist.

The action checklist was reviewed, and it was noted that all tasks had been completed.

7. To review the Reserves Policy.

Resolved to amend the policy as noted in Item 5.

8. To prepare the budget for 2021-2022 and recommend the precept amount for adoption by full Council on 8th December 2020.

The budget and precept were agreed at the previous meeting.

Resolved to present the budget agreed at the next Full Council meeting and recommend that the precept remains the same as 2020-2021.

9. To notify the Clerk of any matters for inclusion on the agenda of the next meeting.

The Clerk will request items to be included on the agenda a week before the meeting.

10. To confirm the date of the next meeting as Tuesday 26th January 2021 at 7pm.

Resolved that the next meeting is to be held on Tuesday 26th January 2021.

All documents referred to in this agenda are available to view and download in the Document Library section of the Parish Council website.