

**MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
OF KINVER PARISH COUNCIL HELD AT 95 HIGH STREET, KINVER ON WEDNESDAY 17th
JULY 2019**

Councillors: D Light (Chairman), BR Edwards (Vice Chairman), Mrs C Allen, S Anderson, Miss V Webb, P Wooddisse and I G Sadler

1. APOLOGIES FOR ABSENCE

Councillors H Williams, JK Hall (ex-officio), G Sisley and Mrs M Rogers sent their apologies for the meeting.

2. DECLARATIONS OF PECUNIARY INTERESTS

There were no interests declared.

3. MINUTES OF THE MEETING OF 22nd MAY 2019

The minutes of the meeting held on 22nd May were approved and signed as a true record of that meeting.

4. MATTERS ARISING FROM PREVIOUS MINUTES

Bank Account change – it was noted that the new signatory was being added to the account and that the new procedure for approving payments will start from September.

The Parish Council renewed their insurance with BHIB, they offered a better price and policy.

5. BUDGET COMPARISON AND TO RECEIVE THE ACCOUNTS TO JUNE 2019 AS PREPARED BY THE RFO

The accounts as attached as Appendix 1 to these minutes: the figures were reviewed and noted.

It was **Resolved to Recommend** to the Parish Council that the accounts as set as Appendix 1 to these minutes be accepted. On a vote this was unanimous.

6. TO DISCUSS PUTTING A CAP ON GRANTS

It was noted that the cap of £250 still is in place on any grant application, and the Parish Council can change this figure if there are exceptional circumstances.


11/9/2019

7. ACCOUNTS FOR PAYMENT

The accounts detailed below were agreed.

Accounts for payment 17th July 2019

<u>Chg No</u>	<u>Ratification</u>	<u>Total</u>	<u>0.00</u>
<u>Chg No</u>	<u>Accounts for payment</u>		
	Kinver Edge Farm		
405605	Shop	August	
SO	Amazon	New strimmer harnesses	150.58
SO	Barclays Bank	Charges for July	20.30
SO	British Telecom	Broadband / Telephone	385.29
SO	ESPO	July	249.02
SO	Inland Revenue	Payment for July 19	
SO	PHS	Annual charge for toilets	154.66
SO	SCC	Pensions July 2019	
SO	SCC	Charge for personnel referral	300.00
SO	S J Payne	Boiler service	80.00
SO	SWOPS	June 19 payment	124.72
SO	Tygar Surfacing	Repair to play area	360.00
SO	Viking Direct	Postage and stationary	43.54
			1868.11

List of Monthly Direct Debits

DD	SDDC	CR Rates July	47.00
DD	Utility Warehouse	Garage electricity	
		95 High Street Gas and electricity and mobile phone	
DD	Utility Warehouse	Kinver Edge Toilets	
DD	Utility Warehouse	High Street Toilets	
DD	Screwfix	Supplies due for payment 31/8/2019	35.98
DD	Salaries	August	
		Total	82.98
		Total Expenditure	1951.09

Receipts

	Burial Fees		0.00
	Toilet income		0.00
	Barclays	Loyalty payment	0.00
		Total Income	0.00

8 DATE OF NEXT MEETING

Date of the next meeting is Wednesday 11TH September 2019.

9. ITEMS FOR FUTURE MEETINGS

Last date for items to be put on the agenda for the next meeting is 2nd September 2019 – Review gas and electricity

10. EXCLUSION OF THE PRESS AND PUBLIC

The press and the public were excluded on the grounds that the business to be transacted could be prejudiced if taken in open session.

11. TO DISCUSS RATES BEING PASSED TO THE PARISH COUNCIL FROM THE DISTRICT FOR THE KINVER EDGE TOILETS

We have sought advice from the solicitor relating to the ownership of the toilet block on Kinver Edge. The District Council solicitors cannot advise at this stage as the original enquiry related to the question "As a Parish Council we do not own the building / land this toilet block stands on, so why are we responsible for the rates?", as the District Council issue the rates bills they have passed the enquiry to another solicitors...

The advice we have been given is below, if the Parish Council were to pursue taking over legally the ownership etc of this land / toilet block then the District Council solicitors can advise and undertake the necessary legal work.

It was proposed by Councillor P Wooddisse and seconded by Councillor Mrs C Allen to recommend to the Parish Council that the Council formally look at legally owning the toilet block on Kinver Edge. On a vote this was carried unanimously.

12. RECOMMENDATIONS TO THE PARISH COUNCIL

It was **Resolved** to Recommend to the Parish Council that:-

- the accounts as set as Appendix 1 to these minutes be accepted.
- the Parish Council try to take over the legal ownership of the public toilet block at Kinver Edge

Appendix 1 to the minutes of the Finance Committee held on the 17th July 2019

Budget Comparison 2019/2020

	PARISH COUNCIL INCOME	BUDGET	ACTUAL	BALANCE	PROJECTED	%
		INCOME	INCOME	REMAINING	INCOME	INCOME
10	PRECEPT	144709.00	72354.50	-72354.50	144709.00	50.00
14	BURIAL FEES	10225.00	3855.00	-6370.00	10225.00	37.70
15	TOILETS HIGH STREET	1200.00	130.00	-1070.00	1200.00	10.83
16	DONATIONS	300.00	0.00	-300.00	300.00	0.00
19	SUNDRIES	0.00	143.56	143.56	144.00	144.00
22	INTEREST ON NEW RESERVES ACC AT WBROM	10.00	29.33	19.33	10.00	293.30
23	INTEREST BATH BUILDING SOCIETY	250.00	0.00	-250.00	250.00	0.00
24	POLICE OFFICE RENT	4000.00	0.00	-4000.00	4000.00	0.00
		160694.00	76512.39	-84181.61	160838.00	47.61
	EXPENDITURE FOR PARISH	EXP	ACTUAL	BALANCE	PROJECTED	%
		BUDGET	EXP.	REMAINING	EXP.	SPENT
50	GENERAL ADMIN					
50/1	GA TELEPHONE	2100.00	355.24	1744.76	2100.00	16.92
50/2	GA STATIONARY	3950.00	741.44	3208.56	2850.00	18.77
50/3	GA GENERAL INSURANCE	3500.00	1940.00	1560.00	1940.00	55.43
50/4	GA RATES BURIAL GROUND AND WATER RATES	500.00	281.13	218.87	500.00	56.23
50/5	GA OFFICE ELECTRICITY & GAS	1500.00	514.07	985.93	1500.00	34.27
50/6	GA AUDIT	850.00	450.00	400.00	850.00	52.94
50/7	GA CHAIRMAN'S ALLOWANCE	500.00	500.00	0.00	500.00	100.00
50/9	GA STAFF TRAINING EXPENSES	100.00	0.00	100.00	100.00	0.00
50/25	GA MEMBERS EXPENSES	200.00	90.36	109.64	200.00	45.18
50/47	GA COMPUTER SUPPORT SERVICES / OFFICE EQUIP (2010)	2300.00	601.00	1699.00	2300.00	26.13
50/48	GA PHOTOCOPIER	240.00	60.00	180.00	240.00	25.00
50/51	GA ADVERTISING	0.00	15.15	-15.15	15.00	115.00
		15740.00	5548.39	10191.61	13095.00	35.25
52	MAINTENANCE					
52/1	MAINTENANCE TOILETS	2500.00	358.07	2141.93	2500.00	14.32
52/6	MAINTENANCE MISC.	6500.00	2682.58	3817.42	6500.00	41.27
52/7	MAINTENANCE GRASS CUTTING	4240.00	350.00	3890.00	4240.00	8.25
52/26	MAINTENANCE PLAY AREA	2000.00	289.60	1710.40	2000.00	14.48
	MAINTENANCE TOTAL	15240.00	3680.25	11559.75	15240.00	24.15
	EXPENDITURE FOR PARISH	EXP	ACTUAL	BALANCE	PROJECTED	%
		BUDGET	EXP.	REMAINING	EXP.	SPENT
54	GRANTS & SUBS EXTERNAL					
54/1	PARISH COUNCIL SUBSCRIPTIONS	500.00	394.00	106.00	500.00	78.80

Finance and General Purposes Committee Minutes 17/7/2019

54/2	SPCA & LCR	700.00	0.00	700.00	700.00	0.00
54/3	GRANTS	8389.00	1520.00	6869.00	8389.00	18.12
	GRANTS & SUBS TOTAL	9589.00	1914.00	7675.00	9589.00	19.96
55	CAR PARK RENTAL	575.00	575.00	0.00	575.00	100.00
57	CHRISTMAS LIGHTS	4500.00	0.00	4500.00	4500.00	0.00
58	VEHICLES					
58/1	LEASING	3500.00	281.76	3218.24	3500.00	8.05
58/2	FUEL	1400.00	243.83	1156.17	1400.00	17.42
58/4	INSURANCE FOR VEHICLE	1050.00	0.00	1050.00	1050.00	0.00
	TOTAL FOR VEHICLES	5950.00	525.59	5424.41	5950.00	8.83
60	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00
62	HEALTH AND SAFETY AUDIT	0.00	0.00	0.00	0.00	0.00
63'	PROJECTS FOR COMMUNITY FUNDED BY RENT	4000.00	0.00	4000.00	4000.00	0.00
100	WAGES / SALARIES					
103/1	SALARIES NET inc pen/Tax/NI/	79000.00	14916.71	64083.29	79000.00	18.88
103/3	EMPLOYERS NATIONAL INS.	6000.00	1688.30	4311.70	6000.00	28.14
103/5	EMPLOYERS PENSION	17000.00	4785.94	12214.06	17000.00	28.15
103/6	OPENING TOILETS	1100.00	220.00	880.00	1100.00	20.00
	TOTAL WAGES	103100.00	21610.95	81489.05	103100.00	20.96
101/9	ELECTION EXPENSES	1000.00	0.00	1000.00	1000.00	0.00
105	SOLICITORS FEES	1000.00	0.00	1000.00	1000.00	0.00
	TOTAL EXPENDITURE	160694.00	33854.18	126839.82	158049.00	21.07
	TOTAL INCOME	160694.00	76512.39	84181.61	160838.00	47.61
	TOTAL NET BALANCE	0.00	42658.21	-42658.21	2789.00	

Financial Summary - Cashbook

Summary between 01/04/19 and 30/06/19 inclusive.

Balances at the start of the year

Ordinary Accounts

.BARCLAYS BANK	£4,061.36
.COOPERATIVE BANK C & I	£26.38
Bath Building Society	£37,201.78
Reserves West Bromwich	£30,441.72
Total	£71,731.24

RECEIPTS	Net	Vat	Gross
Council	£79,718.64	£0.00	£79,718.64
Total Receipts	£79,718.64	£0.00	£79,718.64
PAYMENTS	Net	Vat	Gross
Council	£39,427.96	£1,150.07	£40,578.03
Total Payments	£39,427.96	£1,150.07	£40,578.03

Closing

Ordinary Accounts

.BARCLAYS BANK	£4,549.77
.COOPERATIVE BANK C & I	£38,649.25
Bath Building Society	£37,201.78
Reserves West Bromwich	£30,471.05
Total	£110,871.85

Signed
Chair

Clerk / Responsible Financial

Financial Budget Comparison

Comparison between 01/04/19 and 30/06/19 inclusive.
Excludes transactions with an invoice date prior to 01/04/19

		2019/2020	Actual Net	Balance
INCOME				
Council				
13	INTEREST BATH BUILDING SOCIETY	£250.00	£0.00	-£250.00
14	BURIAL FEES	£3,855.00	£3,855.00	£0.00
15	TOILET INCOME	£130.00	£130.00	£0.00
16	DONATIONS	£0.00	£0.00	£0.00
17	PRECEPT	£72,354.50	£72,354.50	£0.00
19	SUNDRIES	£0.00	£143.56	£143.56
22	INTEREST WEST BROM ACCOUNT - CHARITY ACC	£10.00	£29.33	£19.33
26	RENT FROM DOWN STAIRS OFFICE	£0.00	£0.00	£0.00
30	Burial Fees - Co-Op bank account	£6,370.00	£0.00	-£6,370.00
31	Toilet Income - Co-Op bank account	£1,070.00	£0.00	-£1,070.00
32	Donations - Co-Op bank Account	£300.00	£0.00	-£300.00
33	Precept - Co-Op Bank Account	£72,354.50	£0.00	-£72,354.50
34	Sundries - Co-Op Bank	£0.00	£0.00	£0.00
35	Police Office Rent - Co-Op Bank Account	£4,000.00	£0.00	-£4,000.00
Total Council		£160,694.00	£76,512.39	£84,181.61
Total Income		£160,694.00	£76,512.39	-£84,181.61
EXPENDITURE				
Council				
51	GENERAL ADMINISTRATION	£5,199.77	£5,214.92	-£15.15
53	MAINTENANCE Barclays	£3,212.69	£3,208.59	£4.10
55	CAR PARK RENT	£575.00	£575.00	£0.00
57	CHRISTMAS ILLUMINATIONS	£0.00	£0.00	£0.00
60	CONTINGENCIES	£0.00	£0.00	£0.00
61	VEHICLES - BARCLAYS	£525.59	£525.59	£0.00
62	HEALTH AND SAFETY	£0.00	£0.00	£0.00
63	GRANTS AND SUBS EXTERNAL BARCLAYS ACCOUNT	£1,365.00	£1,365.00	£0.00
101	ELECTION EXPENSES	£0.00	£0.00	£0.00
103	WAGES / SALARIES BARCLAYS BANK	£21,495.95	£21,610.95	-£115.00
104	COMMUNITY PROJECTS	£0.00	£0.00	£0.00
105	LEGAL FEES	£0.00	£0.00	£0.00
110	General Administration - Co-Op Bank Account	£10,540.23	£333.47	£10,206.76

Financial Budget Comparison

Comparison between 01/04/19 and 30/06/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

		2019/2020	Actual Net	Balance
111	Maintenance - Co-Op Bank Account	£12,027.31	£471.66	£11,555.65
112	Car Park Rental - Co-Op Bank Account	£0.00	£0.00	£0.00
113	Christmas Illuminations - Co-Op Bank Account	£4,500.00	£0.00	£4,500.00
114	Contingencies - Co-Op Bank Account	£0.00	£0.00	£0.00
115	Vehicles - Co-Op Bank	£5,424.41	£0.00	£5,424.41
116	Health and Safety - Co-Op Bank Account	£0.00	£0.00	£0.00
117	Grans Subs Co-Op Bank Account	£8,224.00	£549.00	£7,675.00
118	Election Expenses - Co-Op Bank Account	£1,000.00	£0.00	£1,000.00
119	Wages/Salaries - Co-Op Bank Account	£81,604.05	£0.00	£81,604.05
120	Community Projects - Co-Op Bank Account	£4,000.00	£0.00	£4,000.00
121	Legal Fees - Co-Op Bank Account	£1,000.00	£0.00	£1,000.00
	Total Council	£160,694.00	£33,854.18	-£126,839.82
	Total Expenditure	£160,694.00	£33,854.18	£126,839.82
	Total Income	£160,694.00	£76,512.39	-£84,181.61
	Total Expenditure	£160,694.00	£33,854.18	£126,839.82
	Funded by reserves		£0.00	
	Total Net Balance	£0.00	£42,658.21	