

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE OF KINVER PARISH COUNCIL HELD VIA ZOOM SOFTWARE AND AT KSCA, LEGION DRIVE, KINVER ON WEDNESDAY 22ND JULY 2020

Councillors: D Light (Chairman), BR Edwards (Vice Chairman), Miss V Webb, H Williams and G Sisley Mrs C Allen, S Anderson, JK Hall (ex-officio), P Wooddisse and I G Sadler

1. APOLOGIES FOR ABSENCE

Councillor Miss V Webb was not in attendance.

2. DECLARATIONS OF PECUNIARY INTERESTS

None were declared.

3. MINUTES OF THE MEETING OF 19TH FEBRUARY 2020

The minutes of the meeting held on 19th February 2020 were approved and signed as a true record of that meeting.

4. MATTERS ARISING FROM PREVIOUS MINUTES

The following items were reported as outstanding:-

The solicitors have started work on registering the land for the Toilet block at Kinver Edge and a replacements Van looking at Electric options.

It was agreed to defer both items until the September meeting.

5. BUDGET COMPARISON AND TO RECEIVE THE ACCOUNTS TO JUNE 2020 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.

It was noted that there is a grant scheme available to small business from the Government for £10,000 to help with losses due to the Covid-19 Pandemic. Councillor P Wooddisse agreed to look further into this matter.

6. FUNDING REQUESTS AND ITEMS REFERRED FROM THE PARISH COUNCIL

Council minute from March 2020

It was reported that the hedgerow has mostly been cut back, and that the Council should consider undertaking this work, and working with the County for match funding discuss if the Parish attend to this path, then they should work to clear another such as the A449.

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It was proposed by Councillor S Anderson and seconded by Councillor C Allen to undertake the clearing off the path, if finance was available for the works. This was agreed and referred to Finance for funding.

Members discussed their concerns over if this is right to spend money on clearing a footpath when there are others needing attention in the Parish and it is not a Parish Council responsibility.

At the Parish Council meeting in March, it was agreed that this project should go ahead as long as funding was available, and then the Council would look at other areas and discuss match funding with the County to help improve other areas of the Parish.

There is £5389 uncommitted funds in the Grants budget head, and it was therefore proposed by Councillor S Anderson and seconded by Councillor Mrs C Allen to Recommend to the Parish Council that the sum of £1000 is allocated from the grants budget head to clear the A458 footpath as identified and agreed at the March Parish Council meeting. On a vote this was carried with 1 abstention.

7. TO DISCUSS THE END OF YEAR BALANCES AS AT 31ST MARCH 2020

Balances remaining as at 31st March 2020 (this is to note at this meeting and be discussed fully at the next Finance meeting)

Balances remaining at the 31st March 2020 are detailed below along with explanation of balances held in all Bank Accounts

The budget summary :-

	Budget 2019/20	Actual spent / rec	Balance rem	%
Expenditure	£160694.00	£156024.77	£4669.23	97.09
Income	£160694.00	£169822.38	£9128.38+	105.68
Net Balance		£13797.61 underspent 2019/20		

The bank balance after all of the invoices / income relating to the financial year 2019/20 are below:-

Barclays Bank	£ 1025.66
Co-Op Bank	£ 0.00
Bath Building Society	£37533.09
Reserves West Brom	£44268.66
Total	£82827.41

Breakdown of Balances held:-

West Bromwich Account	(£44268.66)
Play Area	£5000.00
Contingency	£3500.00
Election Expenses	£8445.47

Xmas Lights	£5392.16
Balance from Y/end 31/3/18	£8133.42
Balance from Y/end 31/3/20	£13797.61
Bath Building Society	(£37533.09)
Reserves	£30000.00
Future Projects	£ 7533.09
Total	£37533.09*

*At the year end of 31st March 2020 we had to transfer money from this account due to the precept being late.

The above were noted.

8. ACCOUNTS FOR PAYMENT WITH DELEGATED AUTHORITY FROM THE COUNCIL

The accounts as detailed on the agenda papers were approved.

9. ITEMS FOR FUTURE MEETINGS

Last date for items to be put on the agenda for the next meeting is 9th September 2020.

Toilet block ownership
Replacement vehicle
Reserves Policy

10. DATE OF NEXT MEETING

Date of the next meeting is Wednesday 16th September 2020.

11. 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 sum of £1000 is allocated from the grants budget head to clear the A458 footpath as identified and agreed at the March Parish Council meeting.

Appendix 1 to the minutes of the Finance and General Purposes Committee meeting held on the 22ND JULY 2020

Budget comparison 2020/2021
item 5

UP TO 30/06/20

	PARISH COUNCIL INCOME	PROPOSED	Actual	Balance	% Received
		BUDGET	Income		to date
		2020/21	2020/21		
10	PRECEPT	144709.00	72354.50	-72354.50	50.0
14	BURIAL FEES	10225.00	4889.00	-5336.00	47.8
15	TOILETS HIGH STREET	1000.00	0.00	-1000.00	0.0
16	DONATIONS	300.00	0.00	-300.00	0.0
19	SUNDRIES	150.00	166.43	16.43	111.0
22	INTEREST ON NEW RESERVES ACC AT WBROM	30.00	0.00	-30.00	0.0
23	INTEREST BATH BUILDING SOCIETY	100.00	0.00	-100.00	0.0
24	POLICE OFFICE RENT	4000.00	0.00	-4000.00	0.0
		160514.00	77409.93	-83104.07	48.2
	EXPENDITURE FOR PARISH	BUDGET	Actual	BALANCE	% spent
		EXPENDITURE	EXP.	REM.	
50	GENERAL ADMIN	2020-21	2020/21		
50/1	GA TELEPHONE	2100.00	0.00	2100.00	0.0
50/2	GA STATIONARY	2850.00	357.96	2492.04	12.6
50/3	GA GENERAL INSURANCE	1940.00	1971.03	-31.03	101.6
50/4	GA RATES BURIAL GROUND AND WATER RATES	1200.00	716.50	483.50	59.7
50/5	GA OFFICE ELECTRICITY & GAS	1700.00	334.14	1365.86	19.7
50/6	GA AUDIT	850.00	450.00	400.00	52.9
50/7	GA CHAIRMAN'S ALLOWANCE	500.00	0.00	500.00	0.0
50/9	GA STAFF TRAINING EXPENSES	100.00	0.00	100.00	0.0
50/25	GA MEMBERS EXPENSES	200.00	0.00	200.00	0.0
50/47	GA COMPUTER SUPPORT SERVICES / OFFICE EQUIP (2010)	2300.00	614.99	1685.01	26.7
50/48	GA PHOTOCOPIER	240.00	60.00	180.00	25.0
50/51	GA ADVERTISING	0.00	0.00	0.00	0.0
	TOTAL FOR ADMINISTRATION	13980.00	4504.62	9475.38	32.2
52	MAINTENANCE				
52/1	MAINTENANCE TOILETS	2500.00	240.05	2259.95	9.6
52/6	MAINTENANCE MISC.	6500.00	1560.52	4939.48	24.0
52/7	MAINTENANCE GRASS CUTTING	3000.00	600.00	2400.00	20.0
52/26	MAINTENANCE PLAY AREA	2000.00	0.00	2000.00	0.0
	MAINTENANCE TOTAL	14000.00	2400.57	11599.43	17.1

	EXPENDITURE FOR PARISH	BUDGET			
		EXPENDITURE			
		2020-21			
54	GRANTS & SUBS EXTERNAL				
54/1	PARISH COUNCIL SUBSCRIPTIONS	500.00	403.00	97.00	80.6
54/2	SPCA & LCR	700.00	0.00	700.00	0.0
54/3	GRANTS	5434.00	45.00	5389.00	0.8
	GRANTS & SUBS TOTAL	6634.00	448.00	6186.00	6.8
55	CAR PARK RENTAL	1450.00	0.00	1450.00	0.0
57	CHRISTMAS LIGHTS	4500.00	345.50	4154.50	7.7
58	VEHICLES				
58/1	LEASING	3500.00	746.62	2753.38	21.3
58/2	FUEL	1400.00	195.08	1204.92	13.9
58/4	INSURANCE FOR VEHICLE	1050.00	0.00	1050.00	0.0
	TOTAL FOR VEHICLES	5950.00	941.70	5008.30	15.8
60	CONTINGENCIES	0.00	20.00	-20.00	0.0
62	HEALTH AND SAFETY AUDIT	0.00	0.00	0.00	0.0
63'	PROJECTS FOR COMMUNITY FUNDED BY RENT	4000.00	172.14	3827.86	4.3
100	WAGES / SALARIES				
103/1	SALARIES NET inc pen/Tax/Nl/	81400.00	18258.53	63141.47	22.4
103/3	EMPLOYERS NATIONAL INS.	7000.00	1051.02	5948.98	15.0
103/5	EMPLOYERS PENSION	18000.00	3343.08	14656.92	18.6
103/6	OPENING TOILETS	1100.00	0.00	1100.00	0.0
	TOTAL WAGES	107500.00	22652.63	84847.37	21.1
101/9	ELECTION EXPENSES	1500.00	0.00	1500.00	0.0
105	SOLICITORS FEES	1000.00	0.00	1000.00	0.0
	TOTAL EXPENDITURE	160514.00	31485.16	129028.84	19.6
	TOTAL INCOME	160514.00	77409.93	83104.07	48.2
	TOTAL NET BALANCE	0.00	45924.77	-45924.77	

Financial Summary - Cashbook

Summary between 01/04/20 and 30/06/20 inclusive.

Balances at the start of the year

Ordinary Accounts

.BARCLAYS BANK	£7,074.16
.COOPERATIVE BANK C & I	£8,349.91
Alliance and Leicester	£0.00
Bath Building Society	£37,533.09
Reserves West Bromwich	£30,471.05
Santander old account	£0.00
Total	£83,428.21

RECEIPTS	Net	Vat	Gross
Council	£78,884.91	£0.00	£78,884.91
Total Receipts	£78,884.91	£0.00	£78,884.91
PAYMENTS	Net	Vat	Gross
Council	£33,196.46	£1,005.40	£34,201.86
Total Payments	£33,196.46	£1,005.40	£34,201.86

Closing Balances

Ordinary Accounts

.BARCLAYS BANK	£7,067.66
.COOPERATIVE BANK C & I	£53,039.46
Alliance and Leicester	£0.00
Bath Building Society	£37,533.09
Reserves West Bromwich	£30,471.05
Santander old account	£0.00
Total	£128,111.26

Signed

Chair

Clerk / Responsible Financial Officer

Financial Budget Comparison

Comparison between 01/04/20 and 30/06/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Reserve	Actual Net	Balance
INCOME					
13	INTEREST BATH BUILDING SOCIETY	£100.00	£0.00	£0.00	£-100.00
17	PRECEPT	£0.00	£0.00	£72,354.50	£72,354.50
19	SUNDRIES	£0.00	£0.00	£0.00	£0.00
30	Burial Fees - Co-Op bank account	£10,225.00	£0.00	£4,889.00	£-5,336.00
31	Toilet Income - Co-Op bank account	£1,000.00	£0.00	£0.00	£-1,000.00
32	Donations - Co-Op bank Account	£300.00	£0.00	£0.00	£-300.00
33	Precept - Co-Op Bank Account	£144,709.00	£0.00	£0.00	£-144,709.00
34	Sundries - Co-Op Bank Account	£150.00	£0.00	£166.43	£16.43
35	Police Office Rent - Co-Op Bank Account	£4,000.00	£0.00	£0.00	£-4,000.00
Total Council		£160,514.00	£0.00	£77,409.93	£-83,104.07
Total Income		£160,514.00	£0.00	£77,409.93	£-83,104.07
		2020/2021	Reserve Movements	Actual Net	Balance
110	General Administration - Co-Op Bank Account	£13,980.00	£0.00	£4,504.62	£9,475.38
111	Maintenance - Co-Op Bank Account	£14,000.00	£0.00	£2,400.57	£11,599.43
112	Car Park Rental - Co-Op Bank Account	£1,450.00	£0.00	£0.00	£1,450.00
113	Christmas Illuminations - Co-Op Bank Account	£4,500.00	£0.00	£345.50	£4,154.50
114	Contingencies - Co-Op Bank Account	£0.00	£0.00	£20.00	£-20.00
115	Vehicles - Co-Op Bank Account	£5,950.00	£0.00	£941.70	£5,008.30
116	Health and Safety - Co-Op Bank Account	£0.00	£0.00	£0.00	£0.00
117	Grans Subs Co-Op Bank Account	£6,634.00	£0.00	£448.00	£6,186.00
118	Election Expenses - Co-Op Bank Account	£1,500.00	£0.00	£0.00	£1,500.00
119	Wages/Salaries - Co-Op Bank Account	£107,500.00	£0.00	£22,652.63	£84,847.37
120	Community Projects - Co-Op Bank Account	£4,000.00	£0.00	£172.14	£3,827.86
121	Legal Fees - Co-Op Bank Account	£1,000.00	£0.00	£0.00	£1,000.00
Total Council		£160,514.00	£0.00	£31,485.16	£-129,028.84
Total Expenditure		£160,514.00	£0.00	£31,485.16	£-129,028.84
Total Income		£160,514.00	£0.00	£77,409.93	£-83,104.07
Total Expenditure		£160,514.00	£0.00	£31,485.16	£-129,028.84
Total Net Balance		£0.00		£45,924.77	

02/07/20 09:14 AM Vs:

Kinver Parish Council

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