

## **Barkway Parish Council**

### **Appendix B - To the Parish Council Meeting**

**held on Tuesday 10th December 2019**

### **Notes from the meeting of the Finance Group**

**Held in the Community Room on Monday 2<sup>nd</sup> December 2019 at 7.30pm**

#### **1. Present:**

Cllr. Bill Dennis

Cllr. Jackie Connolly

Clerk/RFO Catharine Toms

#### **2. Apologies:**

Cllr. Peter Baker

#### **3. To check and agree bank balances - Sage Trial Balance reconciliation to Barclays bank statements:**

The Clerk/RFO provided members of the Group present with copies of the Sage reports for the Parish Council accounts, copies of a bank reconciliation and a bank account statements. These were crossed checked and verified by Cllrs. as correct.

#### **4. To examine actual finances to 30<sup>th</sup> November 2019, consider the forecast for 2019/20, first draft budget for 2020/21**

The spreadsheet was examined in detail, actual income against budget (separate back up schedules were provided for the 'Pavilion Net Cost' line and the 'Push Energy Contribution Balance' line). The Parish Council bank balance as at 13.08.2019 was £90,886.89 (including a petty cash balance of £25.00). Of this amount currently £39,383.13 was Push Energy Community Contribution fund.

Discussion took place regarding the need to carefully control costs associated with the football activities as income would be greatly reduced this year

#### **5. 2019/20 costs for the Pavilion and Recreation Ground**

The net cost of the Pavilion was £2,103.88 for the year so far. Cllr. Melson was currently in communication with the Herts Football Association for assistance to find another club to use the facilities. A condition of the grant award was that the facilities needed to be used by FA affiliated clubs who offered grass roots training. Three local clubs were now using the facility but they were all adult teams. There was a risk that if the facilities did not meet the conditions of the grant that it might become repayable. Bookings for the hire of the Community Room were continuing to steadily grow.

### **Pavilion Account fund raising balance**

This was £286.38. The profit from Bonfire Night of £407.04 was still to be allocated into the Pavilion fund and the Pavilion bank account closed. The amount of £693.42 would be ring-fenced reserved funds within the Parish Council bank account. **Action: Clerk**

### **7. Push Energy Community Contribution balance**

The Push Energy Community Contribution fund now had an unallocated balance of £39,273.99. There was allocated a £109.15 balance of grant awarded for the Pavilion.

### **8. Reading Room Accounts to 13.08.2019**

The Reading Room accounts balance was £1,477.26

### **9. To propose new signatories for the bank accounts**

It was agreed to ask Cllrs. Baker and Cox to become signatories. **Action: Clerk**

### **10. AOB**

None

### **11. Date of next meeting**

TBA

The meeting closed at 7.30pm