

Barkway Parish Council

Appendix B - To the Parish Council Meeting

held on Monday 14 November 2016

Notes from the meeting of the Finance Committee

Held in the Reading Room on Monday 7 November at 7pm

1. Present:

Rev'd. Cllr. Sonia Falaschi-Ray

Cllr. Dr Robert Davidson

Cllr. Dr Giuseppe Frapporti

Clerk/RFO Catharine Toms

2. Apologies:

None

3. To check and agree bank balances - cash book bank reconciliation to bank statements:

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

4. To examine actual finances to 7th November 2016 and forecast figures to 31st March 2017 against the Budget for 2016/17:

The spreadsheet was examined in detail, actual expenditure against budget and forecast (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 07.11.2016 was £73,033.79 (including a petty cash balance of £25.00) and forecast balance to be carried forward to 2017/18 was £51,612.79.

The Push Energy Community Contribution fund, since the arrival of the 3rd payment of £11,000, now had an unallocated balance of £20,989.00.

It was noted that out of a budget of £3,000.00 for the Neighbourhood Plan / Battle 4 Barkway, only £556.55 had been spent to date, leaving £2,631.45 in the budget. It was considered appropriate that this fund should be used for any costs incurred to object to the NHDC proposed additional housing being allocated to Barkway (BK3). Notably this would be costs for the traffic survey.

The budget of £850.00 for legal and professional fees was for the fees associated with the acquisition of the Open Space on land behind Windmill Close. It was noted that County Councillor Tony Hunter had awarded the Parish Council a grant of £500.00 towards the legal fees from his Locality Budget. The budget was now not considered sufficient, so this was increased to £2,000.00. It

was not considered that the budget of £1,000.00 would be spent on the Recreation Ground drainage, so the forecast here was reduced to zero.

It was noted that the Pavilion and Recreation Ground net cost to the Parish Council so far for 2016/17 was £817.89. The annual budget was £3,000.00. Maintenance issues were still arising due to the poor quality of some of the building materials used and the fact that due to budgetary constraints, the building had some areas that had not been properly finished. The concrete flooring in one of the changing room areas had now been given one coat of resin paint but it looked to need a further thick coat. Cllr. Davidson would try and do this during the Christmas break. It was also noted that the southern exterior side of the Pavilion was suffering due to extremes of weather and this had caused the bi-fold and main entrance doors to warp, making them difficult to close and lock. The Dodkins had managed to adjust them to a certain extent but had recommended that the Council should consider the installation of a veranda along that side. At the recent meeting of the BRGMC it was discovered that the kitchen sink was blocked and that the toilets were not draining properly. The Clerk was asked to contact the Dodkins to take a look at the problem. The problem was caused by building rubble being found down in the drains when the outside inspection covers were lifted. These had now been cleared by the Dodkins. The Clerk reported that out of the £750.00 grant awarded from the Push Energy Community Contribution Fund to buy equipment to finish off the Pavilion, there was a remaining balance of £286.15. The Clerk reported that the work for the renovation of the War Memorial looked likely to cost about £7,515.00, of which it was hoped to receive a grant from the War Memorials Trust (WMT) of £5,636.25 (75%). These figures had been added to the financial forecast. It was reported that a representative from the WMT had paid a site visit in order to establish the exact nature of work required to restore the WW2 stone. Since then he had emailed a suggested specification of works required. It would now be necessary to get the quotations revised to be itemised and both to be directly comparable. It was hoped to get all required quotations submitted to the WMT in time for the next round of decision making on 31st December. If the grant application was approved then it was hoped that work could be carried out in Spring 2017.

In the meantime Cllr. Davidson would purchase a steam cleaner to gently clean the lower level of the Memorial, pictures would then be taken and submitted to the WMT for their further guidance on works required to the WW2 plaque. **Action: RD/Clerk**

The Clerk was asked by Cllr. Davidson to contact NHDC Planning Dept. / Stuart Izzard for an up to date statement showing what S106 monies were being held by NHDC for Barkway. It was possible that some of the available fund could be used for the proposed new car parking on the Rec. **Action: Clerk**

Having scrutinised the financial statements the Finance Committee agreed to recommend to the Council that the Precept application for 2017/18 should not be increased but remain the same as 2016/17 at £36,000.00. The Clerk reported that the deadline for submitting the Precept application to NHDC was 20th January 2017.

5. To approval Direct Debit method of payment for Utilities - this was approved.

6. Date of next meeting - to be arranged. There being no further business the meeting finished at 8.50pm