

Barkway Parish Council

Appendix A - To the Parish Council Meeting

held on Monday 12 September 2016

Notes from the meeting of the Finance Committee

Held in the Reading Room on Monday 22 August at 11am

1. Present:

Rev'd. Cllr. Sonia Falaschi-Ray

Cllr. Dr Robert Davidson

Clerk/RFO Catharine Toms

2. Apologies:

None

Note: The Finance Committee was now one person short due to the recent resignation from the Council of Robert Squire.

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 Financial spreadsheets 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 8th August 2016 and forecast figures to 31st March 2017 against the Budget for 2016/17:

The spreadsheet was examined in detail (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 08.08.2016 was £60,965.99 (including a petty cash balance of £25.00) and forecast balance to be carried forward to 2017/18 was £53,882.67.

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, only £368.55 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).

It was considered that planning applications could arrive at any moment relating to the site BK3 and it was therefore proposed and agreed to call an Extraordinary Meeting of the Parish Council on

Weds 31st August to discuss and agree Parish Council strategy to fight the excessive NHDC proposed housing development for Barkway. The Clerk to arrange the meeting. **Action: Clerk**

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.

It was noted that the Pavilion and Recreation Ground net cost to the Parish Council so far for 2016/17 was £779.92. 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 the changing room areas and corridor was impossible to clean easily and as a consequence now needed a deep clean and ideally a coating with hanger paint to give the floor a washable and durable surface. Cllr. Morss had previously agreed to look into obtaining some hanger paint. The Clerk to remind him. Cllr. Davidson volunteered to deep clean the concrete floors as the Cleaner was currently away. 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. The Clerk had asked the Dodkins to provide a quotation in time for the September Parish Council meeting. 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. Cllr. Davidson would measure up and order some blinds for the east facing windows in the Community Room. The acoustics in the Community Room still remained a major problem and this needed to be addressed as soon as possible, particularly if the Reading Room were to be let out and the Community Room was then needed for Council meetings, etc. Cllr. Davidson agreed to ascertain a cost for acoustic ceiling tiles. **Action: RD/Clerk**

The topic of the future of the Reading Room was discussed. Cllr. Falaschi-Ray had approached the neighbours in the adjoining cottage some time back to see if they might be interesting in renting the extra space from the Parish Council. It was reported that they had seemed open to the idea. However it still needed a lot of thought before this could be pushed forward. A mention would be made at the September Council meeting asking Cllrs. to think about the situation in readiness for the October meeting. An initial thought by the Finance Committee was that rent should be about £50.00 per week and Council Tax and electricity would be in addition. Any alterations (i.e. a door knocked through from the cottage) would be at the cost to the tenant but the Parish Council would still be responsible for maintenance costs. It was considered that legal fees for the tenancy agreement could be split 50/50. The Clerk to include this topic on the Agenda for the October Council meeting. **Action: Clerk**

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 we were awaiting a site visit from the WMT in order to establish the exact nature of work required to restore the WW2 stone. It was hoped to get all required quotations submitted to the WMT in time

for the next round of decision making on 30th September. If the grant application was approved then it was hoped that work could be carried out in Spring 2017.

Cllr. Davidson reported that a charity cricket match had been held at Cokenach the previous day which had raised money for the Pavilion funds. This would be transferred to the Pavilion A/C. Currently there was a balance in the account of £783.26. The money in this account would be used to buy additional items needed for the Pavilion as decided by the Pavilion Management Committee.

5. Date of next meeting - to be arranged.

There being no further business the meeting finished at 12.15pm