

CAPEL PARISH COUNCIL

MINUTES OF FINANCE COMMITTEE HELD ON 8 FEBRUARY 2016 IN CAPEL VILLAGE HALL COMMITTEE ROOM

Present: Mr Salter (Chairman), Mrs Schryver, Mr McLachlan, Mrs Dale, Mr Ball and Clerk.

1 Apologies for absence: None

2 Minutes of previous meeting: The minutes of the Finance Committee meeting held on 28 December 2015 were agreed a correct record and signed.

3 Declarations of Interest: None

4 Matters arising: Pear training had taken place on 27 January and was attended by Mr Ball, Mr McLachlan, Mrs Dale, Mr Margetts, Mrs Coke and the Clerk. The burial ground plans brought along by Mrs Coke had been photographed by the training provider. These were to be uploaded to the Pear system to enable more convenient and safer records to be kept digitally. A demonstration of the Pear Access Cemetery software was well received. This will cost £300 and is easy to use and secure. The meeting agreed that this should be purchased. There is a possibility of charging for searches of the burial records in the future. It was suggested that the administrators of other burial grounds within the Parish might be interested in using or contributing to the system.

5 P&L Statement and Budget Monitoring to 31 January 2016:

Reserves at NS&I (statement 1 Jan to 31 Dec 2015)	£47,979.47
Natwest Current account 31 Jan 2016 (reconciled)	£71,654.19

The following items of income were due shortly:

VAT claim submitted 22 January 2016	£4,877.39
Insurance claim submitted for Capel play surface	£1,750.00

A calculation of the likely bank balance after all expenditure on the Parish Office and Hall was completed indicated that there would be sufficient funds to pay all necessary outgoings to the end of the current financial year.

A quote for drainage works in Newdigate Road, Beare Green, was thought to be on the high side and it was agreed that further discussions should take place on this. *(Later suggested that an alternative quote be sought.)*

Quotes for the replacement of 3 external doors on the Beare Green pavilion were discussed. It was not known how often the outside of the building had been painted and the Clerk was asked to find out. It was decided that anything other than hardwood doors as a replacement would be a false economy and it was agreed that the GSS Peters quote should be accepted. *(Mrs Coke later suggested writing to Passmores expressing disappointment with the short life of the doors and asking them to quote for hardwood doors at perhaps a reduced rate. This course of action was agreed by all members of the Finance Committee.)*

6 Date of Next Meeting: 9th May 2016, Capel Parish Hall