

**MINUTES OF FINANCE COMMITTEE HELD ON 14 SEPTEMBER 2015  
IN CAPEL VILLAGE HALL COMMITTEE ROOM**

**Present:** Mr Salter (Chairman), Mrs Schryver, Mrs Dale, Mr Ball and the Clerk. Mrs Coke in attendance

- 1     **Apologies for absence:** Mr McLachlan
- 2     **Declarations of interest:** None
- 3     **Minutes of previous meeting:** The minutes of the Finance Committee held on 6 May were agreed a correct record.
- 4     **Matters arising not dealt with on this agenda:** None
- 5     **Profit & loss and monitoring:**

NS&I Reserves at date of last statement 08.04.15: £47,602.31

NatWest Current a/c at 14.09.15: £45,156.46

The current account balance includes the precept and grant from MVDC of £22,795 (paid 14.09.15) and the first payment from Groundworks for the NDP of £2,500 (paid 11.09.15). The profit & loss and balance sheet printouts were presented together with the budget document for 2015/16, with the monitoring figures up to 31.08.15 entered alongside for comparison (see attached). There was a discussion about the individual entries and reasons for increases and decreases in the period since the budget was set, including anticipated future expenditure.

The charge for legal services was queried and the Clerk was instructed to (i) obtain a breakdown of the bills from the solicitors and (ii) write to the water company, which has trespassed on Parish land to provide a water supply without permission from the Parish, advising them that all legal costs associated with their illegal actions will be recoverable from the water company. The landowner has been given until 30.09.15 to pay for the easment failing which the water supply will be cut off.

The higher than budgeted cost for Parish maintenance has arisen because of the inadequate service from SCC/MVDC's new contractors necessitating the Parish Council paying separately for essential work to cut back trees and hedgerows in several areas to maintain safe sightlines for traffic. The Clerk was asked to raise this matter at the Clerks Meeting with MVDC on 16.09.15. ***(The matter was raised with MVDC who said all such problems should be reported to MVDC, the Parish should not be expected to pay for this work and details of sums spent should be given to MVDC.)***

- 6     **Parish Hall and Office:** A report on the project to refurbish the Youth Hall to provide a Parish Hall and Office, including the financial commitment, was produced for consideration by the Finance

Committee. The report will need to be adopted by the Full Council at its next meeting on 21<sup>st</sup> September to enable the application for funding to be submitted. Agreement to the loan from the Public Works Loan Board should be received within a few weeks and it is anticipated that the work will be completed before Christmas.

- 7 Neighbourhood Plan Grant:** As noted in item 5 above, the first tranche of the grant payment from Groundworks of £2,500 was paid into the Parish Council's bank account on 11 September. This can only be used on expenses from the date of receipt. Therefore the £1,210.97 already spent on the NDP will come out of the annual precept from MVDC. The grant of £2,500 must be spent by 31 January 2016 as follows:

Housing Needs Consultation	£500
Landscape Assessment	£500
Publicity	£1,000
Meetings/Room Hire	£500

After 31 January 2016 a further request for grant of £5,500 can be made.

- 8 Pear Technology update:** Mr Ball reported that copies of the Pear software could be provided to as many Councillors as wanted it. It was agreed that after these copies were installed, and the Parish assets added, a training session would be held.
- 9 Defibrillators update:** Mrs Schryver reported that training sessions were being booked at Capel Village Hall for no more than 12 people at one time. A training session at Beare Green Village Hall has been booked for 26 September. Funding for the defibrillators was being sought from local businesses and groups. The BHF would provide a defibrillator for a donation of £400 (the full cost being £1,100) and a grant of £300 for a secure box to house the defibrillator is available from MVDC.
- 10 Additional budget considerations:** There may be additional costs for fitting out the Parish Office when the refurbishments are completed.
- 11 Date of next meeting: Monday 9 November 2015 at Capel Village Hall Committee Room.**