

**MINUTES OF FINANCE COMMITTEE HELD ON 9<sup>th</sup> FEBRUARY 2015  
IN CAPEL VILLAGE HALL COMMITTEE ROOM**

**PRESENT:** Mr Salter (Chairman), Mrs Schryver, Mrs Pearson, Mr McLachlan, Mr Ball and Mrs Coke the Clerk.

**1. APOLOGIES FOR ABSENCE - None**

**2. ALSO IN ATTENDANCE:** Mrs M Watson

**DECLARATION OF INTEREST-** None

**3. THE MINUTES:** The minutes of the Finance Committee held on 24.01.2015 were agreed a correct record.

**4. MATTERS ARISING:** None

**5. PUBLIC QUESTIONS - None**

**6. Profit and Loss and Budget Monitoring to 31.01. 2015**

NS&I Reserves at 31.01.15 = £57,602.31

NatWest Current A/C (reconciled) at 31.01.15 = £122,889.23

**Draft budget 2015/16**

Notification had been received from MVDC that the Concurrent Services payment had been subject to a 1.4% Inflationary Increase raising the PC grant for 2015/16 £7,190

6(i) Parish Maintenance: Emergency drainage works at the Moorhurst Lane / OHRd junction have cost a total of £5,250 taking the balance for Parish Maintenance 2014 /15 to £7,921.43 over budget.

The Clerk to speak to Highways to see if any of cost can be recouped.

(ii) Donations Received = £100 from PlaySmart for sponsoring Capel Cricket Club plus £250 overpayment for Grounds Maintenance works in C/H - will be adjusted to the correct codes on Sage

(iii) Printing costs- were high due to Minutes of Planning meetings and responses to consultations being included in this cost.

(vi) Future presentation of accounts by ward

For accounts 2015/16 starting on April 1<sup>st</sup> 2015 Piers Cooke( Internal Auditor) to reset Sage so that data can be added and totalled by ward. This will only be applicable to Parish Maintenance, Playgrounds and Rates.

It was pointed out to members that spend across the parish is according to need.

(v) Other anticipated costs for inclusion in 2014/15 accounts

1)Cutting back hedge at side of first section of Rusper Rd. – R Jochimsen quoting £250

2)Flooding at 14 Mortimer Rd due to ‘run off’ from Playground – ask Clay to investigate

For inclusion in Parish Maintenance 2015/16 - BG Cotts Access drive and Misbrooks Green bridleway cost should be split 50:50 between residents and PC. Both to wait for improved weather conditions spring 2015

#### **7. Parish Office**

There could be no further progress until after the meeting of Youth leaders on 23<sup>rd</sup> February

#### **8. Assistant Clerk**

It was agreed to recommend to the Council that the recruitment service offered by SSALC at a cost of £230.00 to undertake recruitment for an Assistant Clerk should be taken up. This service also includes a reduced fee for the new Clerk to attend a new clerks briefing session.

The place of work for the position will depend on whether the Parish Office development can go ahead – decision 23<sup>rd</sup> Feb and how, if necessary, the position could be run with the assistant working from home.

#### **9. Pear Technology – Digital Mapping package.**

Details had been received of the range of services offered by Pear Technology. The approximate cost would be a one off payment of £1,000 for the basic package with a cost of £125 per annum for software updates. The £1,000 could be paid at £200 per year over 5 yrs.

#### **10. Date of next meeting: Wednesday May 13<sup>th</sup> 2015 Capel Village Hall Committee Room.**