

LITTLEMORE PARISH COUNCIL

Minutes of a Meeting of Littlemore Parish Council Finance Committee held on **Thursday 26th September 2019** at 7.00pm at Edith Kempson House, Chapel Lane, Littlemore, Oxford, OX4 4QB.

Present:

Councillors: Dorian Hancock (Committee Chairman), Lynda Comber, Sue Stewart, Lucian Dunlop.

Officers: Richard Wilkins (Clerk to Parish and R.F.O).

Meeting opened 1900hrs.

339/19 Chairman's Welcome

Cllr Dorian Hancock welcomed everyone to meeting and advised the Clerk/R.F.O will be communicating via phone due to full time work commitments.

340/19 Apologies for Absence

Cllr Maggie Willis – Holiday
Cllr John Tanner - Holiday

RESOLVED: To receive and note the above apologies for non-attendance at the meeting.

341/19 Declarations of Interest

No declarations received. Cllr Hancock reminded Cllrs that they can declare interest at any part of the meeting.

342/19 Acceptance of Minutes for Last Meeting

RESOLVED to confirm the minutes of the Finance Committee meeting held on Thursday 25th July 2019.

343/19 Receipt Report – Annex A

No Receipt's received.

344/19 Expenditure Report – Annex B

RESOLVED that the Committee **APPROVED** expenditure report for 22nd July 2019 to 21st September 2019.

345/19 Bank Balances – Annex C

RESOLVED that the Committee **APPROVED** Bank Balances on 21 September 2019.

Cllr Sue Stewart raised concerns on money currently held by Council being above the FSCS amount of £85,000 per bank, the Clerk advised that the insurance covers the Council up to £150,000 and recommended Committee request this be increased to £300,000.

Proposed by: Cllr Sue Stewart

Seconded by: Cllr Lynda Comber

Signature.....



Unanimously Agreed

346/19 Castle Water Update

Parish Clerk informed Committee that following a phone call with Castle Water and subsequently an email dated 26th September timed 11.12 from Jamie Carroll states that a disconnection request was made on 8th March 2019 and isn't sure why not completed. The advisor confirmed he would request a hold be placed on account and ask backroom team to investigate.

Cllr Lynda Comber proposed that Committee seek permission from Full Council to lodge a formal complaint against Castle Water.

Seconded by: Cllr Dorian Hancock

Unanimously Agreed.

Parish Clerk wished to bring to the Committee's attention an urgent matter relating to Sports Pavilion in Herschel Crescent – the Chairman agreed to allow this to be heard due to nature of urgency

Parish Clerk informed Committee that a quote for the Asbestos removal for the Pavilion came in at £ 7,496.00 plus VAT £1,499.20 totalling £8,995.20.

The Parish Clerk recommended that the amount of £8,995.20 be taken from the Earmarked Reserved pot for Capital Replacements and if agreed by Committee to request that Council accept quotation via email in advance of Full Council.

Proposed by: Cllr Dorian Hancock

Seconded by: Cllr Lucian Dunlop

Unanimously Agreed.

347/19 Budget Review

Parish Clerk presented to Committee reports for period of 1st April 2019 to 21st September 2019


- Annual Budget (Spend to date)
- Earmarked Reserves
- Trial Balance for Year

RESOLVED that the Committee **APPROVED** above reports and noted thanks to the Clerk for work being done in light of new Software.

348/19 Date of Next Meeting

Thursday 31st October 2019 – Edith Kempson House

Meeting Closed 1940 hrs

Signature... 

Signed as a true and accurate record



Cllr Dorian Hancock
Chair Finance Committee
Littlemore Parish Council
Thursday 28th November 2019

Signature... 