

LITTLEMORE PARISH COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON WEDNESDAY 30th SEPTEMBER 2020 at 7.00pm VIA ZOOM VIDEO LINK

Present: Councillors: Lynda Comber, Sue Stewart, John Tanner, Maggie Willis

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

Meeting opened 1900hrs.

FIN 36/20 Welcome

Committee agreed for Cllr John Tanner to Chair meeting in absence of Cllr Dorian Hancock.

Cllr John Tanner welcomed everyone to the Finance Committee meeting. Members were reminded that the meeting is being recorded.

FIN 37/20 Apologies for Absence

Cllr Dorian Hancock
Cllr Macer Wicker

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

FIN 38/20 Declarations of Interest

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

FIN 39/20 Minutes of Previous Finance Committee Meeting

Resolved: that the minutes of the Finance Committee meeting held on Thursday 30th July 2020 be approved as a correct record and signed by Cllr John Tanner.

FIN 40/20 COVID Grants Update

Parish Clerk Richard Wilkins provided an update to Councillors on the current fund, the Committee were advised of a grant application submitted by John Henry Newman Academy for £1,000.

Cllr John Tanner thanked the Clerk for update and welcomed Samantha Rhodes from the Academy to give further details of application. Following the report and with Cllrs only left in room a debate took place.

Proposed by Cllr Lynda Comber to support application

Seconded by: Cllr Sue Stewart

Unanimously agreed.

Signature.....

FIN 41/20 Receipt Report for All Accounts

The receipts for period **26th July 2020 to 25th September 2020** were examined by the Committee.

Resolved: that the receipt report for all accounts from 26th July 2020 to 25th September 2020 be approved.

FIN 42/20 Payments Report for All Accounts

The payments for period **26th July 2020 to 25th September 2020** were examined by the Committee.

Resolved: that the expenditure report for all accounts from 26th July 2020 to 25th September 2020 be approved.

FIN 43/20 Bank Balances for All Accounts

The bank balances for all accounts on **25th September 2020** were examined by the Committee.

Resolved: that the bank balances for all accounts on 25th September 2020 be approved.

FIN 44/20 Budget Monitoring

Parish Clerk presented members with the quarterly budget report for July, August and September 2020.

Clerk reported that the Council is in a good financial position for second period, but adjustments on several budget headings were needed due to outlay cost on COVID and tree removals.

Resolved: that Committee reviewed and accepted Budget Monitoring Report.

FIN 45/20 Budget Virement

Parish Clerk as reported in agenda item 44/20 advised Committee members of changes needed to budget headings to account for additional expenditure in certain departments of budget

Recommendation by Parish Clerk was to

Suspend the transfer of £2,500 to budget code 4410 Capital Replacements from precept and to reallocate to following budget codes

4430	Grounds Maintenance	+ £2,250.00
4450	Cleaning Equipment	+ £100.00

Signature.....

4450 Health & Safety + £150.00

Cllr Lynda Comber proposed to accept the Clerks recommendation with Cllr John Tanner seconding.

Unanimously agreed.

Committee members thanked Parish Clerk for work done to manage the Councils finances in difficult circumstances.

FIN 46/20 Finance Report

Parish Clerk read out report presented by Cllr Kim Wicker, this was to confirm that the internal checks have been completed and there is no concerns to report and reported the accounts to be in very good order..

FIN 47/20 Date of next Meeting

Meeting date to be confirmed

Meeting Closed 1931 hrs

Signed as a true and accurate record

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Cllr Dorian Hancock
Chair Finance Committee
Littlemore Parish Council
Monday 2nd November 2020

Signature.....