



Minutes of the meeting of the Finance Committee of Ketley Parish Council held on Thursday 17 December 2015 at 10.00 am at Ketley Community Centre

PRESENT:

Councillor Maggie Evans (Chairman)
 Councillor Amrik Jhawar

Councillor David Elliott
 Councillor Anil Saini

In Attendance: Alison Hinks, Parish Clerk

F15/1345 WELCOME

The Chair welcomed Councillors to the meeting.

F15/1346 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Cartwright (leave of absence).

F15/1347 DECLARATIONS OF PECUNIARY INTERESTS

Nothing to report.

F15/1348 APPROVAL OF MINUTES OF FINANCE COMMITTEE HELD ON 26 NOVEMBER 2015

RESOLUTION: The minutes of the Finance Committee held on 26 November 2015 were proposed as an accurate record by Cllr Evans, seconded by Cllr Elliott and unanimously approved by the Finance Committee.

F15/1349 MONTHLY BANK RECONCILIATION

The Clerk reported as at year end on 14 December 2015 the Parish Council's bank statements were as follows:

National Savings	£106,246.79
Co-op	<u>£ 41,355.87</u>
TOTAL	£147,602.66

There is currently £120.00 of unrepresented cheques from the Co-op Bank Account, leaving a balance of £41,235.87. The Clerk confirmed that £45,000 from that National Savings account has been transferred into the Co-op Bank account but the withdrawal is not currently showing on the National Savings bank statement. The actual balance in the National Savings account is £61,246.7920. The Clerk reported that at the Finance Committee on 17 December 2015 Councillors approved payments amounting to £7,766.73 which do not currently show on the Co-op Bank statement.

F15/1350 ORDERS FOR THE PAYMENT OF MONEY.

Acceptance of the Orders for the Payment of Money was proposed by Cllr Saini, seconded by Cllr Evans, signed and accepted as follows:

Cheque No.	Supplier	Description	Cost Code	Net	VAT	Total
300988	Belinda Ezeazu	Distribute newsletter	5/93	£ 300.00	£ -	£ 300.00
300989	SALC	Cemtery Management Training	1/15	£ 20.00	£ -	£ 20.00
300990	Halls SMS	Cleaning Materials	6/605	£ 59.54	£ 11.90	£ 71.44
300991	FCC Environment	Service Charges - GOR	10/214	£ 225.94	£ 45.19	£ 271.13
300991	FCC Environment	Service Charge - KCC	6/612	£ 230.23	£ 46.05	£ 276.28
300992	TCAT	IT Support - Nov 15	1/14	£ 330.00	£ 66.00	£ 396.00
300992	TCAT	IT Support - Dec 15	1/14	£ 300.00	£ 66.00	£ 396.00
300993	NW Print	Newsletter Printing - Dec 15	5/93	£ 180.00	£ 36.00	£ 216.00
300994	Salopian H&S Consultancy	H&S Consultacy - Nov 15	5/94	£ 292.10	£ -	£ 292.10
300995	T&W Council	Rent for KYC Dec 15	6/626	£ 83.33	£ 16.67	£ 100.00
300996	WMS	Stationery	1/8	£ 18.54	£ 3.71	£ 22.25

300996	WMS	Stationery	1/8	£ 10.08	£ 2.02	£ 12.10
300996	WMS	Stationery	1/8	£ 17.97	£ 3.60	£ 21.57
300997	Churchesfires	Fire Alarm Call Out	6/610	£ 70.00	£ 14.00	£ 84.00
300998	T&W Council	OLLIE set up	1/15	£ 60.00	£ -	£ 60.00
300999	WME	Gas for KYC	6/626	£ 156.82	£ 31.36	£ 188.18
300999	WME	Gas for KCC	6/606	£ 278.63	£ 55.73	£ 334.36
301000	A Hinks	Office Expenses	1/8	£ 199.85	£ -	£ 199.85
301001	A Hinks	Salary - Dec 15	1/1	£ 1,353.35	£ -	£ 1,353.35
301002	A Linton	Salary - Dec 15	6/608	£ 960.41	£ -	£ 960.41
301003	S Ward	Salary - Dec 15	6/608	£ 487.53	£ -	£ 487.53
301004	M Dyer	Salary - Dec 15	1/1	£ 529.10	£ -	£ 529.10
301005	D Shepherd	Salary - Dec 15	6/608	£ 53.60	£ -	£ 53.60
301006	HMRC	PAYE - Dec 15	1/2	£ 457.60	£ -	£ 457.60
301007	SCPF	Pension - Dec 15	1/3	£ 343.91	£ -	£ 343.91
301007	SCPF	Pension - Dec 15	6/621	£ 319.97	£ -	£ 319.97

TOTAL

£ 7,766.73

RESOLVED that the payments listed above should be authorised in accordance with the Parish Council Standing Orders

F15/1351 2016-17 PRECEPT

Following suggestions by Councillors at the Full Council meeting on 9 December 2016, the Clerk went through the proposed budget for 2016-17 explaining that all budget heading had been scrutinized to ensure best value. The Parish Council have committed to allocated a new budget for Community Events and a new budget for Youth Provision. The Clerk then went through the following proposals for Precept increases:

- 0.9% increase would allow £3k budget for Community Events and £3k budget for Youth Provision with an increase of £0.81 per year for Council Tax Band D.
- 1.8% increase would allow £4k budget for Community Events and £4k budget for Youth Provision with an increase of £1.66 per year for Council Tax Band D.
- 2.7% increase would allow £5k budget for Community Events and £5k budget for Youth Provision with an increase of £2.51 per year for Council Tax Band D.

Cllr Saini suggested that the Precept should be increase by 3% to ensure that all costs associated to the running of the Parish Council are covered, with a small amount left over in case of emergency. A 3% increase would increase Band D Council Tax calculation by £2.82 per annual, 0.24p per month.

ACTION: Cllr Saini proposed that the Finance Committee should recommend to the Full Parish Council an increase to the 2016-17 Precept of 3%, which was seconded by Cllr Evans and unanimously agreed by the Finance Council.

F15/1352 EXPENDITURE RECOMMENDED FOR CONSIDERATION BY COUNCIL

Nothing to report.

F15/1353 INFORMATION ITEMS

Nothing to report.

F15/1354 NOTIFICATION OF PRIVATE SESSION UNDER PUBLIC BODIES ACT 1960

Nothing to report

F15/1355 TO CONFIRM THE DATE OF FUTURE MEETINGS

Thursday 28 January 2016 at 10.00 am at Ketley Community Centre.

Signed
Chairman of Ketley Parish Council Finance Committee

Date: 28 January 2016