

# UPPER BEEDING PARISH COUNCIL

## Minutes of the Finance Committee meeting held on Tuesday 17<sup>th</sup> September 2019 at 7:15pm in Beeding and Bramber Village Hall

**Present: Councillors:** B Harber (Chairman), S. Birnstingl, S. Garrod, I. Ivatt

**Also present:** Clerk/RFO: Celia Price, Cllr Chilver and Cllr Verney

**F:0919:01 Apologies for absence**

Apologies were received and accepted from Cllr Warren

**F:0919:02 Declaration of Councillors personal or prejudicial interest**

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

**F:0919:03 Public Adjournment**

None present

**F:0919:04 Minutes of the last meeting**

The minutes of the meeting dated 30<sup>th</sup> July 2019 were approved as a true record and signed by the Chairman.

Proposed Cllr Ivatt seconded Cllr Birnstingl and agreed by all.

**F:0919:05 Matters arising from the minutes**

None

**F:0919:06 Financial Regulations**

NALC have issued updated model Financial Regulations. These were reviewed and compared with the existing UBPC Financial Regulations. Various amendments were agreed and the Clerk will update the document for presentation at the full council meeting on 1<sup>st</sup> October.

*Cllr Chilver left the meeting*

**F:0919:07 Insurance**

Supporting papers were distributed prior to the meeting and these were reviewed and discussed.

Cllr Garrod proposed accepting the three-year quotation from AXA (via Inspire) with a premium of £3842.68 (plus £50 fee). The quote is slightly more expensive but includes the best internet and email and crisis management cover. This proposal was seconded by Cllr Birnstingl.

Cllr Ivatt recommended Ecclesiastical having had previous experience of dealing with them and always finding them very competitive and professional.

It was resolved to accept the quotation from AXA (via Inspire)

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## **F:0919:08 Budget**

The Clerk tabled an update of the budget year to date with explanatory notes. All present found the document helpful and agreed to have this presented at each Finance Committee meeting.

## **F:0919:09 Budget Planning Process 2020/21**

Councillors were advised that the first draft budget would be presented to the Finance Committee for discussion on 19<sup>th</sup> November. The proposed budget will be reviewed by full Council on 3<sup>rd</sup> December with a view to ratifying the budget at this meeting. The precept will be set at the January meeting. The precept will be set in January

## **F:0919:10 Strategic Plan**

All agreed that each committee should make a proposal for a long term, strategic plan which would in effect set the budget for the next three years. The Clerk will prepare a first draft for initial thoughts at the committee meetings scheduled for 15<sup>th</sup> October.

The need to build reserves was also discussed and Cllr Garrod proposed a year on year percentage increase. All agreed to discuss this further during the budget setting process.

## **F:0919:11 Income**

Alternative revenue sources were discussed, these included advertising in the newsletter, sponsorship of noticeboards and benches, HDC community lottery and grant funding for special projects.

## **F:0919:12 Matters raised by councillors**

There were none.

There being no other business the meeting concluded at 8:55pm

The next finance committee meeting is scheduled for **Tuesday 19<sup>th</sup> November at 7:30pm** in Beeding and Bramber Village Hall

Minutes signed by:

Date: