

MEMBERSHIP:

Cllr S. Boulton (ex-officio)
Cllr T. Hing
Cllr A. Doherty
Cllr R. Harrison
Cllr M. Dudley (ex-officio)
Cllr J. Sanford
Cllr C. Foxall

079 17/18

**MINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON TUESDAY 7th November 2017**

Present: Cllr Doherty Cllr Boulton
Cllr Harrison Cllr Sanford
Cllr Foxall Cllr Hing (part)

In attendance: Vanessa Lawrence, Roz Capps (Clerks), Cllr Roberts (part)

- F046 17/18 Apologies for absence**
Apologies were received from Cllr Dudley
- F047 17/18 Declarations of Interest in Items on the Agenda**
None received
- F048 17/18 To approve the Minutes of the Finance meeting held on 3rd October 2017**
It was **RESOLVED** to approve the Minutes of the Finance meeting held on the 3rd October as a true and accurate record of the proceedings. Proposed Cllr Boulton, seconded Cllr Foxall – all in favour.
- F049 17/18 Clerk's and Chairman's Report**
No report from the Clerk. The Chair reported that the W & C committee had started the budget setting process.
- F050 17/18 To agree to adjourn the meeting for Public Participation, if members of the public are present – there is a 5-minute time limit**
N/A
- F051 17/18 To agree to reconvene the meeting following Public Participation (if applicable).**
N/A
- F052 17/18 To receive figures to the end of October 2017**
The Clerk reported that these figures were contained within the budget setting document. The figures were received with no comment.
- F053 17/18 To consider 'In-year' underspend and earmarked funds, in relation to funding projects for this year.**
The Chair briefed the Committee on the underspends highlighted for the W & C Committee. An estimated underspend of £3750 was acknowledged. Discussion took place regarding a further two defibrillators where the underspend could be used. Further discussion is required with the Chair of the W & C Committee to discuss this further
- F054 17/18 To consider and agree 1st round budget requests for projects.**
Earmarked reserves were considered in line with projects and changes were made, with some projects being removed as they were no longer valid. It was agreed to feed this back to the W & C Committee.

ACTION: Clerk to feed this information back to the W & C Committee.

- F055 17/18 To consider and agree 1st round budget requests from Committees and Clerk (precepted monies)**
The Committee reviewed each budget line and amendments were made. These to be fed back to the relevant Committees for comment and then back to Finance Committee in December.

ACTION: Clerk to forward revised schedule to relevant committees for comment.

- F056 17/18 To consider and agree recommendation from the W & C Committee to finance work to improve access to the Milking path, to be carried out in this financial year.**

As the quote for this work did not arrive, it was agreed to defer this item to the next Finance meeting in December

ACTION: Clerk to add this item to the Agenda for the next Finance meeting

- F057 17/18 To consider and agree recommendation from the W & C Committee to release extra funds for the supply and installation of a youth shelter in the Walnut Tree Field.**

The Committee considered the recommendation from the W & C Committee and agreed that the Finance Committee should only establish that funds are available. The Committee acknowledged that funds could be made available subject to approval for the project, from Full Council. Item deferred to Full Council.

ACTION: Clerk to add the recommendation from the W& C Committee to the Agenda for the next Full Council meeting in November.

- F058 17/18 To consider and agree to re-open the Community Capital Project Grant Scheme**

Following debate it was **RESOLVED** to open the Community Capital Projects Grant Scheme commencing the 1st April 2018. £15k would be allocated for this fund. Proposed Cllr Boulton, seconded Cllr Sanford – all in favour.

ACTION: Clerk to advertise the scheme.

- F059 17/18 To consider and agree request from Palmer Hall Committee for grant funding.**

Following debate it was **RESOLVED** to make available the £1000 held in the budget for this year for the Palmer Hall. A further £1000 to be made available to allow improvements to the toilet facilities in the Hall. Proposed Cllr Hing, seconded Cllr Boulton – all in favour. It was also recommended that the Palmer Hall Committee submit a request to the Community Capital Projects Grant Fund for larger sums for capital projects planned.

ACTION: Clerk to contact the Palmer Hall Committee.

- F060 17/18 To consider and agree grant requests (Year end Grant Scheme) received to date.**

Following debate it was **RESOLVED** to agree the following small grant requests:-

- i) Walkers Are Welcome – For subscription £60.00 – Proposed Cllr Doherty, seconded Cllr Sanford – all in favour
- ii) Fairford Bridge Club – For various pieces of equipment - £500 – Proposed Cllr Foxall, seconded Cllr Sanford – all in favour
- iii) History Society – For the publication costs – Proposed Cllr Boulton, seconded Cllr Hing – all in favour
- iv) Art Society – For room hire for event in June – Proposed Cllr Boulton, seconded Cllr Sanford – 4 in favour, 2 abstentions.

ACTION: Clerk to contact organisations

F061 17/18 To consider and agree an Internal Auditor for 2017/18 (e-mail 31/10/18)
Cllr Foxall will be meeting with a potential new auditor this week. It was therefore agreed to defer this item to the next Finance meeting in December.

ACTION: Clerk to add this item to the Agenda for the next Finance meeting in December

F062 17/18 To agree donation amount for RBL wreath.
Cllr Hing declared a personal interest in this item. It was **RESOLVED** to donate £50 to the RBL. Proposed Cllr Harrison, seconded Cllr Foxall – 5 in favour, 1 abstention.

ACTION: Clerk to make payment

F063 17/18 Other matters the Chair considers urgent
None.

There being no further business the meeting closed at 8.40pm.

.....Chairman

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