



Minutes of the Finance and General Policy Committee meeting of Bearsted Parish Council held virtually on Tuesday 8th December 2020 at 7:30pm

Present: Cllr Nigel Cox (Chairman)
Cllr Michael Bollom
Cllr Martin Broughton
Cllr Denis Spooner

Also, in attendance was the Clerk Erin Sugden, Cllr Richard Ash and Finance Contractor Nicola Britain.

There were no reports from the public.

1. Declarations of intention to record.

The Clerk declared that the meeting will be recorded.

2. Apologies and absence

None received.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

None.

4. Signing of the Minutes of the last meeting

The minutes of the Finance and General Policy Committee meeting of Tuesday 3rd November 2020 were agreed as a true record and duly signed.

5. Clerk's report

No matters to report.

6. Finance (Accounts and Audit Regulation 2011/817)

a) Resolution to authorise payments: Cllr Bollom proposed to recommend the payments to Full Council for approval which was agreed by unanimous vote.

Ledger date	Gross	Transaction Details
01/04/2020	£336.00	EDGE IT Systems - Online training - inv date 19/02/20
30/10/2020	£217.32	Invicta Law - Advise re flytipping on council land (Mview)
08/11/2020	£19.44	Cllr Martin Broughton - Expenses - CPB Lunch
10/11/2020	-£95.64	British Telecom - Correction to previous bills
11/11/2020	£1,200.00	Wynsdale Waste Management - Clear flytipping Bell Lane
11/11/2020	£16.24	Kent County Council - A4 photocopier paper
16/11/2020	£2,385.00	Kent County Council - TRO Ware Street December
16/11/2020	£410.00	SLCC - Fees for Erin Sugden
21/11/2020	£48.11	Opus Energy - Woodland Trust elec 22.10-20.11
23/11/2020	£156.46	British Telecom - BT charges - November 2020
23/11/2020	£12.45	Opus Energy - Elec The Green 22.10-22.11
25/11/2020	£36.23	Kent County Council - Laminating pouches
26/11/2020	£10,400.00	Pond Landscapes Ltd - Second and final prmt of Pond works
26/11/2020	£87.00	LRH Property Maintenance - Lay shingle WT Play Area, re-lay mats
27/11/2020	£1,799.08	Greenbarnes Ltd - Oak noticeboards with posts
28/11/2020	£7.69	Kent County Council - Paddle net and ball - PS
29/11/2020	£16.16	Cllr Tom Jenkins - Expenses - CBT expenses
30/11/2020	£303.31	Nicola Brittain - Finance and Payroll - Nov
30/11/2020	£18.48	Cllr Fabienne Hughes -
01/12/2020	£48.00	Compute4U - Leased laptops Dec x 2
02/12/2020	£781.00	Amy Bush - Hours worked November
05/12/2020	£9.07	Cllr Sandra Knatchbull - Community payback expenses
	£18,211.40	

- b) Finance Reports: The reports were duly noted.
- c) Balances of accounts: The balance of accounts was duly noted.
- d) Corporate card expenditure: The statement of the multipay card was duly noted.
- e) Grants and Donations requests: None.

7. Policies for updating (LGA 1972 s.111)

- a) Scheme of Delegation: It was proposed by Cllr Bollom to recommend the Scheme of Delegation to the Full Council which was resolved with all in favour.

8. Budget 2021-2022

The committee were informed that each of the committees with a budgetary spend had reviewed their budgets and it was proposed by Cllr Broughton to approve the budget. A resolution was made with all in favour to approve the budget for 2021-2022.

9. Review precept 2021-2022

Having reviewed the budget for 2021-2022 the committee discussed the forthcoming year acknowledging the uncertain times facing the Parish, the wider community and councils. With the Parish aiming to commence a number of projects which at the time did not have final confirmed costs and the agreement that an amount should be in place to safeguard the council it was proposed by Cllr Bollom to set the precept at £130,212.86. A resolution was made by unanimous vote to recommend to the Full Council the proposal which equates to no increase to the precept for 2021-2022.

10. Accounting Package

The Clerk and the Finance Contractor had made some initial enquiries into alternative finance packages specific for Parish councils. It was their opinion that the alternative packages did not provide enough benefits to the Council or office staff at the present time. This will be reviewed in ten months.

11. Strategy for Investment

Cllr Cox reported that the Skipton Building Society account could meet all requirements and he will report back at the next meeting.

ACTION: CLLR COX

12. Future Agenda items

Financial Regulations review
Standing Orders- review
Strategy for Investment

13. Proposed date of next meeting being 5th January 2021.

Due to the close proximity to the New Year it was agreed for the next meeting to be held on 9th February 2021 with payments and account to be considered at the Full Council meeting on the 12th January 2021.

With no further business to transact, the meeting closed at 20.18hrs

Signed.....

Date.....