

NAZEING PARISH COUNCIL

Minutes of the FINANCE COMMITTEE held on Thursday 9th January 2014 at the rising of the Amenities Meeting at the Leisure Centre, Bumbles Green, Nazeing EN9 2SF

Members in attendance: Councillors D Borton, Joslin, Arnold, E. Borton, Carter

Non Members in attendance: Councillors Evans, Castle 1 member of the public and M Pyatt (Clerk)

1. **Apologies for absence:** No apologies were received.
2. **Declarations of Interest:** No declarations of interest were received
3. **Clerk Report.**

The outstanding action points were discussed and the clerk log updated accordingly.
Cllr Carter agreed to contact the web provider to request they contact the Clerk. **Action KC**
4. **Accounts for Payment.**

The Council **RESOLVED** to make all payments listed
5. **Annual Precept**

Each expenditure class was considered by the Committee against the prepared budget paper and agreed upon. A final Precept request of GBP72,600 was agreed and it was **RESOLVED** to recommend this figure to the Full Council.
During the process it was agreed that the District Council should be approached for a quote for a single grass cutting contract for the Parish **Action MP**
The Cost of Grass cutting year to date was requested to be supplied. **Action MP**
6. **BT Telephone Contract.**

The Council **RESOLVED** to accept the proposed new BT Telephone contract.
7. **Signing of Lease for Aerodrome Corner.**

The committee noted that the document presented was a proposed increase in rental charge for Aerodrome Corner
The Committee **RESOLVED** to agree to the increased charge as this was in accordance with the lease.
8. **Street Lighting:**

A list of street lights under Parish Control has been sent to the contractor for contract preparation. Concerns were raised over the completeness of the inventory. It was agreed that an Inventory check will take place in March 2014. **Action EB, MP MF**
9. **Other Matters:**
 - a) Matters in relation to the website.
Changes are ready to be made when web site provider advises.
 - b) Financial position of the council.
It was raised that overspends against expenditure budget classes must consider effect on other services prior to novation of the budget class. Most classes shown as over spends are covered by agreed reserves. The Committee agreed to review for overspends in March. **Action MP EB**
The Council **RESOLVED** that future expenditure is to be checked against budget before approval.
 - c) HM Revenue and Customs update.
No update to report.
 - d) 2013 Nazeing Festival Report.
The current standing of the Festival Accounts were presented.
The Committee noted that the current net income banked was £466.67, with some receipt and payments outstanding.
The Committee **RESOLVED** to make payment to the Scouts net of the receipt. **Action MP**
The Committee **RESOLVED** to make payment for the first aid if not made by Event Organiser **Action MP**
The Committee **RESOLVED** TO accept the net amount to the Event Organiser of GBP 28.79
The Committee **RESOLVED** that the final cash balance be presented to the Committee and the balance to be transferred to the Earmarked fund. **Action MP**
The final accounts are to be presented to the next meeting for final authorisation. **Action MP**

10. Matters not tabled:

Clerk informed the Committee that a plan is in place to implement the Accounting software over the coming weeks with the intention of all EOY returns to be completed from the software in 2014. Training will take place in the coming days, within the allowed budget.

The Committee requested that the Clerk run a training session for Councillors after completing his training

11. Exclusion of public & press.

There was no exclusion of public or press.

Meeting Closed 9:57