

# PAPPLEWICK PARISH COUNCIL

**Minutes of the Finance Committee meeting held at  
Papplewick & Linby Village Hall on 21<sup>st</sup> October 2015 at 7.30 pm.**

Present:

**Cllr Stef Roberts (Chairman)**  
**Cllr Carolyn Hesketh (vice chairman)**  
**Cllr Baz Mayoh**  
**Cllr Terry Savage**  
**Cllr Nigel Penlington**  
**Liz Gretton (Clerk)**

Absent:

Parishioners: Nil

The meeting commenced at 7.30pm

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The minutes of the 2014 meeting were accepted as a true record and signed by the Chairperson Cllr Stef Roberts.

Minute  
No.

139/15 1. APOLOGIES

None

140/15 2. DECLARATIONS OF INTEREST

Cllr Roberts declared an interest in the Papplewick Cricket Club

Cllr Mayoh declared an interest in the Griffins Head Pub

Cllr Penlington declared an interest in the Papplewick & Linby Village Hall

141/15 3. HALF YEAR ACCOUNTS TO 30.9.2015

The half year accounts were produced by the Clerk and considered.

Both Precept and Revenue Grant had been received in full. As at 30<sup>th</sup> September 2015 the current account stands at £18,732.74 and the fixed term savings account stands at £15,601.89.

Initials Chairman.....

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142/15 4. REVIEW SPENDING LEVELS AGAINST BUDGETS

Spending levels were found to be broadly in line with budgets. It was noted that Subscriptions were above budget due to subscribing to NALC (National Association of Local Councils). Training is above budget due to courses attended by newly elected Councillors. Clerks Salary and Expenses will be over budget by the end of the financial year due to back-pay for Laura Poole.

143/15 5. PREPARE BUDGETS FOR 2016/17

All budget heads were reviewed. The attached draft budget for 2016/17 was agreed for submission to the full Council.

It was agreed that £2200 should be adequate to cover our insurance requirements, which is a reduction of £100.

The budget for playing field equipment purchase was set at £1428 to go into the accumulated fund for the provision of new equipment in the future.

The local plan budget was increased from £400 to £500 to account for potential consultancy fees for the Neighbourhood Plan.

It was agreed to allocate £600 towards the Christmas budget.

It was agreed to increase Subscriptions from £60 to £150 to cover the costs for NALC and Getmapping.

It was agreed to increase the Website/Computer project slightly by £10.

It was agreed to increase the budget for the Hire of the Village Hall due to the increase in charges from January 2016, and the additional meetings being held for the annual HR Committee Meeting and Finance Committee Meeting from £90 to £120.

It was agreed to increase the Playing Field budget from £2100 to £2178, the increase due to grass cutting/maintenance.

Clerks Expenses was increased from £120 to £228 in line with NALC recommendations.

It was agreed to reduce Newsletter Printing from £200 to £130.

It was agreed to reduce the Equipment Replacement/Maintenance by 100% as this is now covered under the Clerks Expenses

The Clerks wages will reduce to £3,973.

It was agreed the Election costs will not require budgeting for this year.

The budget for Accommodation will remain at £2,000, and is not included in the precept.

144/15 6. PRECEPT RECOMMENDATIONS FOR 2015 - 2016

It was agreed that the precept level should be raised by 1% to £9918 in-line with forecast expenditures. The remaining £1176 of expenditure will be taken from PPC reserves if necessary.

145/15 7. REVIEW OF BANKING ARRANGEMENTS

It was resolved that Yorkshire Bank, Hucknall, continue to provide the Council's banking services.

146/15 8. APPOINTMENT OF INTERNAL AUDITOR

It was resolved to appoint Mr. Woodcock for a further term of one year.

147/15 9. REVIEW OF INSURANCE ARRANGEMENTS

After discussion it was agreed to stay with Aon for our insurance needs.

148/15 10. VAT CLAIM

The Clerk advised that a claim for £712.96 was made in September 2015 and now received.

149/15 12. AOB

The Financial Risk Assessment Policy was reviewed and re-adopted with the following amendments (in bold):

2.A (c) - Banking Services. Reviewed periodically by Finance Committee. All cheques require two Councillors' signatures and **online banking payments require authorisation from two Councillors**. The full Council reviews all payments.

The meeting ended at 22:05pm

Signed Chairperson .....

Initials Chairman.....