



CLAYDON & WHITTON PARISH COUNCIL

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MINUTES

FINANCE COMMITTEE MEETING OF CLAYDON AND WHITTON PARISH COUNCIL

Monday 12th October 2020, 7.30pm held Via Zoom

PRESENT: Cllrs P Avis, G Cornish

CHAIRPERSON: Cllr J Whitehead

IN ATTENDANCE: C Greenan (clerk)

FI-10-20 01 Opening

Councillor Whitehead opened the meeting.

FI-10-20 02 Public Forum

No members of the public were present.

FI-10-20 03 Apologies for absence

Cllr Studd was absent for personal reasons. This absence was accepted.

FI-10-20 04 Declaration of interest and local non-pecuniary interests.

None

FI-10-20 05 Members declaration of council tax arrears

None

FI-10-20 06 To receive the minutes of the meeting held 20th July 2020

The minutes of the meetings were approved and will be signed as a correct record.

FI-10-20 07 Report on Actions From Previous Minutes

- a. Check with solicitor that they have received the letter from the Recreation Ground Management Committee and will pay the ringfenced funds to the Parish Council

The solicitor has been away, so will get an answer on her return.

So signed by the Chairman _____ Date _____

- b. Issue another cheque for the Chair's Allowance

This has been prepared for the next Parish Council meeting.

- c. Clerk to circulate the street lighting bill to Councillors

Clerk has circulated this to the Finance Committee. It was noted that the street lighting bill was paid yearly in arrears.

- d. Clerk to determine with Mid Suffolk District Councils which dog bins were paid for by the Parish Council.

The clerk had found that the Parish Council pays for nine dog bins and 16 litter bins within Claydon and Whitton, but needs to find out from MSDC where these are located.

- e. Mandate change to be signed by Councillors Whitehead and Studd.

This has been completed.

- f. Clerk to organise payment to the PCC

This has been prepared for the next Parish Council meeting.

- g. Purchase a grit bin for Hall Lane.

A grit bin has been ordered with a pro forma invoice. The invoice can be presented to the next Parish Council meeting.

It was suggested that the clerk contact residents of Hall Lane to ask for volunteers to use the grit bin, so that a list can be held for insurance purposes.

FI-10-20 08 Bank Reconciliation

The bank reconciliation was noted and is appended in the minute book.

FI-10-20 09 Budget Control Report

The budget control report was noted and is appended in the minute book.

These figures did not include the September payroll, so is only five months of salary paid. Employment costs cover national insurance, pension, HMRC, SALC payroll.

Zoom is a new entry onto the sheet and costs £14.39 each month.

There are still some donations to pay including Citizens Advice Mid Suffolk and CPRE. Councillors felt that these would not need to go to the meeting as they have already been approved. The clerk will circulate the BACS payments invoices to get two signatures.

The clerk was asked to move the payment for the defibrillator into Improvement Grants rather than the Village Hall Maintenance line on the budget.

So signed by the Chairman _____ Date _____

FI-10-20 10 Budget for 2021/22

Councillors worked on the budget for 2021/22 and the spreadsheet is appended in the minute book.

The reserves position was from March 2020 and the clerk will update these figures.

FI-10-20 11 Community Infrastructure Levy

- a. To note and approve the 2019/20 CIL report submitted to Mid Suffolk District Council

The report was noted and approved and is appended in the minute book. There is now an additional £3,555.77 to add into next year's report.

Councillors noted that there will be CIL money due to the parish from the new estate in Whitton.

- b. To note the CIL guidance

The CIL guidance was noted.

- c. To discuss possible future uses for CIL and next steps.

Councillors discussed infrastructure projects for the Recreation Ground.

FI-10-20 12 Items for next meeting

Finalised budget for 2021/22

Date of next meeting:

Finance Committee: 11th January 2021

Meeting closed at 20:47

So signed by the Chairman _____ Date _____