



Finance Sub-Group

Minutes of the Finance Sub-group meeting held at the Vicars Cross Community Centre, Oldfield Drive, Vicars Cross, on Thursday 13th December 2018 at 5.30pm

1	Present: Cllrs Peter Bulmer, Trevor Jones, Andrew Pannell, Keith Scargill (Chair) and Martin Whiteley In attendance: Kath Lloyd, Clerk
2	Declarations of Interest: none declared
3	Minutes and matters arising: the sub group approved the minutes from the meeting on 15 th Nov 2018 as accurate and noted that all recommendations had been approved at the last full council meeting.
4	Budget monitoring: Cllr Whiteley and the Clerk gave a verbal overview of the end of month accounts and there was a discussion about the need to accumulate realistic reserves. This led to a wider discussion about the need for VXCC to also have sufficient reserves to meet unexpected events.
5	Vicars Cross Community Centre: Cllr Jones (Chair of VXCC Sub Group) gave a verbal report from the VXCC Sub Group meeting on 11 th Dec. Although the centre's cash flow is beginning to recover since the significant expense of the toilet refurbishment, the unplanned additional electrical and drainage works have had a negative impact. There was a lengthy debate about the need for clarity about the "landlord/tenant" relationship between the parish council and the centre and which funding stream should meet the cost of structural work to an aging building. RESOLVED: the Clerk and the VXCC Manager to work together to provide a Governance Statement to give clarity for future councils.
6	Requests for funding: Cllr Jones reported that the VXCC Sub Group had submitted a request for funding towards the additional costs of the drainage and electrical works (£2500 and £1900 respectively). There was a discussion about the precedent that had been set for this by a previous grant to Caldley Valley Neighbourhood Centre towards the cost of a boiler and it was agreed that there should be a transparent mechanism if precept funding was allocated to community centre support. It was also noted that a reserve of £5645 for VXCC was in the Parish Council budget. RECOMMENDATION: that the Parish Council agree to fund up to £5000 towards structural works on receipt of a written application from the VXCC Manager.
7	Precept preparation: the Clerk presented a draft 3 year budget plan which had been created for the purposes of the CILCA qualification using a format recommended by the Society of Local Council Clerks (SLCC). The sub group referred to the minutes of the parish council of 22 nd January 2018 Item 289 which stated that " <i>That the Parish Council agree to maintain a consistent and realistic rise in the precept for the next two years</i> ". RECOMMENDED: that the parish council receive a draft proposal for the level of precept to be requested that would be circulated by the Clerk for consideration. A decision on the level of precept would be needed at the January council meeting for

	submission to CWaC by 1 st February 2019.
8	Members Budgets: the Parish Council has now received £1250 from Members Budgets which would be matched by the parish council in order to purchase a Mobile Speed Indicator Device. VXCC has also received a grant from Members Budgets towards adult learning provision. It was also noted that the Clerk has received an email from Michelle Markert (CWaC Locality Officer) that there has been an extension to the end of March 2019 for spending the budgets.
9	Correspondence – none received
10	Date and time of next meeting: <i>Thursday 17th January 2019 at 5.30pm</i>
11	Information Exchange: there was a brief discussion about the on-going public consultation on the future of the land adjacent to Caldly Valley and the need for impartiality from Cllrs until after the 11 th January 2019 when the consultation ends.

There were no Part Two items