

Finance Sub-Group

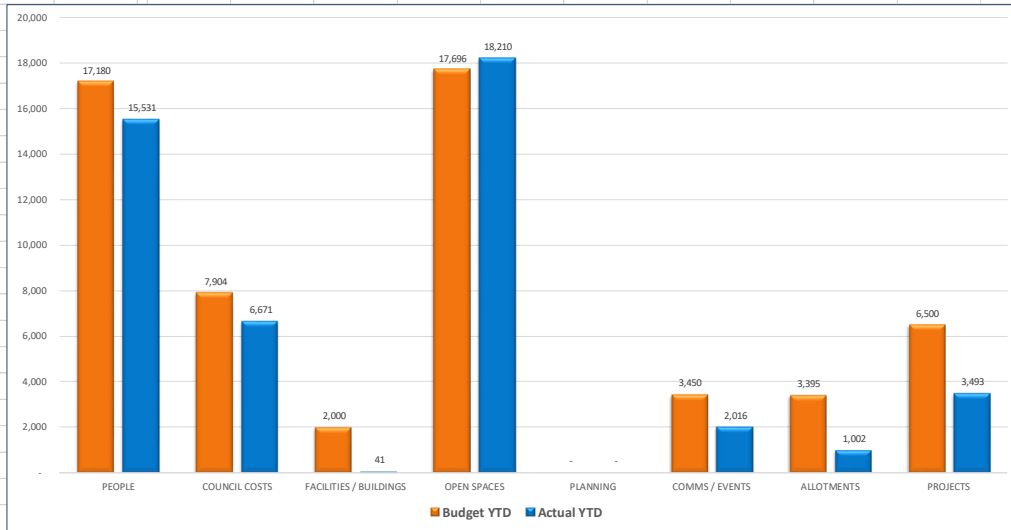
Minutes of the Finance Sub-group meeting held at the Vicars Cross Community Centre, Oldfield Drive, Vicars Cross, on Wed 11th December 2019 at 6pm

1	Present: Cllrs Peter Bulmer, Krissie Myler, Keith Scargill, Martin Whiteley Apologies for absence: Cllrs J Pauline Cox, Jo Evans, and Sue Rigby In attendance: Kath Lloyd, Clerk
2	Declarations of Interest: There were no declarations of interest declared
3	Minutes and matters arising: The minutes from the meeting on 14 th Nov were approved as accurate and there were no matters arising.
4	Financial update: The Clerk presented a financial report to the end of Nov and the sub group compared them with reports from Dec 2018 and the end of March 2019. It was noted that reserves are now beginning to accumulate and there is a commitment of up to £7k towards the Vicars Cross Community Centre new heating system and £15k for new play equipment at Vaughans Lane play area. The council's 2019.20 VAT claim has now been paid (£17665.29). It was agreed that the council's financial situation was stable and not causing any concerns. Cllr Whiteley took a copy of the latest cashbook in order to scrutinise the payments made and verify the balances.
5	2020.21 Precept: The sub group considered the draft paper presented at the meeting by the Clerk (see attached) and discussed the need to continue with the 3 year budget plan agreed by the council in 2018. The sub group then used the precept calculator provided by CWaC to assist discussions and tried a number of options, considering the percentage changes and the effect on the cost to Band D households. Potential options for full council consideration were agreed which will be discussed at the parish council meeting on Monday 16 th Dec.
6	Vicars Cross Community Centre: VXCC did not meet in December but Cllr Myler reported that the new heating system would be installed in January 2020 and all user groups have been relocated. The Centre Manager and Cllr Bulmer are working with the University of Chester to develop an art project on the rear wall of the community centre and The Centre Manager has submitted an application to the National Lottery Community Fund for a small grant of £1000 to support this work. The Centre Manager has raised concerns, which the Clerk supports, about the accounting system which is time consuming and can be difficult for staff to manage due to its complexity. Cllr Whiteley will spend some time with the staff team to look at the system again.
7	Sub Group Expenditure: The Caldley Valley Joint Management Committee (JMC) has asked that the council to match the contributions of £250 to be made by the JMC and the church towards the Community Payback team. RESOLVED: that the council made a contribution towards costs to the Community Payback team through the JMC of no more than £250

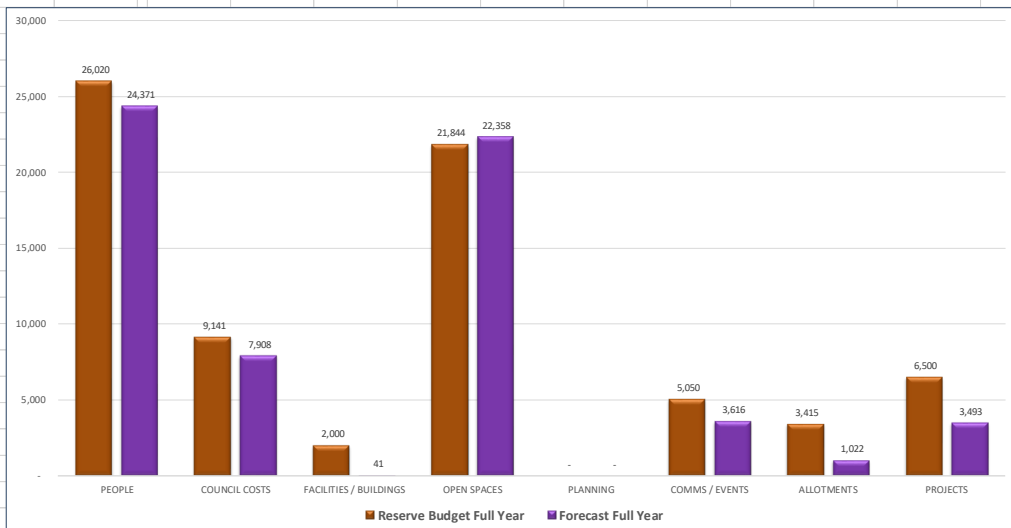
8	Parish Council laptop: the parish council laptop used by the Clerk is old and needs replacing, Cllr Whiteley suggested that the Clerk purchase a DELL with accompanying software and offered to advice on specific models. RESOLVED: that the council agree that the Clerk purchase the necessary equipment and software to a value of no more than £1500
9	Correspondence – no finance related correspondence received
10	Date and time of next meeting: Thursday 16 th January 2020 at 6pm
12	Information Exchange: <ol style="list-style-type: none"> 1. The Clerk is submitting an application for Pocket Parks funding from central government of £25k for the initial development of Caldry Valley Meadow. The newly formed Friends of group will be involved in the plans for the area and future fundraising. 2. Cllr Bulmer updated the sub group on recent discussions he has had with Christleton Parish Council about the air quality around the Sainsburys roundabout. An initial meeting is planned with Christleton, Waverton, Littleton and Huntington Parish Councils in the near future.

SIGNED.....

DATE.....



Year to date -- Budget vs Actual



Full Year -- Reserve Budget vs Forecast

30/11/2019	AVAILABLE FUNDS	PEOPLE	COUNCIL COSTS	FACILITIES / BUILDINGS	OPEN SPACES	PLANNING	COMMS / EVENTS	ALLOTMENTS	PROJECTS	£ - EXPENSE	INC - EXP
Budget YTD	85,520	17,180	7,904	2,000	17,696	-	3,450	3,395	6,500	58,125	27,395
Actual YTD	106,516	15,531	6,671	41	18,210	-	2,016	1,002	3,493	46,965	59,551
Budget vs Actual YTD	20,996	1,649	1,233	1,959	514	-	1,434	2,393	3,007	11,160	32,156
Reserve Budget Full Year	85,520	26,020	9,141	2,000	21,844	-	5,050	3,415	6,500	73,970	11,550
Forecast Full Year	106,516	24,371	7,908	41	22,358	-	3,616	1,022	3,493	62,810	43,706
Reserve Budget vs Forecast FYr	20,996	1,649	1,233	1,959	514	-	1,434	2,393	3,007	11,160	

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START OF YEAR	Cashbook balance	49,564	Reserve Funds £ + Josh's Jumps £10259	10,259	General Fund	39,305
	Period change (- / +)	59,551	Period change (- / +)	- 696	movement (- / +)	60,247
PERIOD END	Cashbook balance	109,115	Reserve Funds £ + Josh's Jumps £9563	9,563	General Fund	99,552