

**Minutes of the Meeting of Milton Parish Council Finance and Administration Committee held on Monday
23 January 2017 at 7.30p.m. in Milton Parish Council Office**

Present: H M Smith (Chair), T Leavens, R J Farrington, J E Coston

In attendance: D Owen, G Kinsman (RFO)

1. **To accept and approve apologies for absence**
R Summerfield (personal)
2. **Declarations of interest and dispensations**
 - (a) To receive declarations of interest from councillors on items on the agenda.
There were no declarations of interest to agenda items.
 - (b) To receive written requests for dispensations for disclosable pecuniary interests (if any). – None.
 - (c) To grant any requests for dispensation as appropriate.
All Councillors resident in Milton Parish have been granted a dispensation to discuss and vote on finance and the precept.
RTS and RJF have been granted a dispensation to discuss and vote as trustees of MCC.
3. **Approval of Finance and Administration minutes for 10 October 2016**
ALL AGREED
Bright Pay has been purchased and is user friendly – cost £89 a year.
4. **Bank Statements and Bank Reconciliations**
HMS has checked the bank totals from Scribe against the bank statements. All the banks were reconciled except the current account which balances when put against when taking account of unrepresented cheques.
5. **Review of debtors and creditors**
All in order. The VAT return will be submitted in February after our consultation with VAT advisors.
6. **Review of Financial Regulations**
Reviewed and approved updated Financial Regulations for presentation and approval at February Parish Council meeting.
7. **Review of Budget and Year to Date Actuals**
Reviewed and agreed budget and year to date actuals.
8. **The Budget for 2017-18**
Having considered the detailed breakdown the Committee recommend a precept of between £125,000 and £129,000 – details to be confirmed.
9. **Review S106**
Suggested boardwalk in Tomkins Mead could be taken from S106 money
10. **Santander Interest Rate**
It was AGREED to close the Santander account which is now paying 0.1% and move £66,000 into the Unity current account and review what we have in Cambridge Building Society.
11. **To discuss Alto Card replacement**
To consider at a future meeting.
12. **To discuss BT price increase of 6%**
RJF will look into this further.
13. **Dates of next meeting**
Tuesday May 2nd @ 7.30pm

Meeting closed at 10.50pm

Signed..... Date.....