

**Minutes of the Meeting of Milton Parish Council Finance and Administration Committee held on  
Monday 21 January 2019 at 7.45p.m. in Bowls Club**

Present: D Wildman (DW) (Chair), H M Smith (HMS), R Farrington (RF) T Leavens (TL), J Coston (JEC),  
C Duff (CD)

In attendance: G Kinsman (RFO), S Corder (Clerk)

1. **To accept and approve apologies for absence**  
None all in attendance.
2. **Approval of Finance and Administration Minutes of 15 October 2018**  
The Minutes of the meeting 15 October 2018 were received – **ALL AGREED**
3. **Declarations of interest and dispensation:**
  - (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.
4. **Bank Statements and Bank Reconciliations**  
To review balance sheet - DW has checked the bank totals from Scribe against the bank statements. All the banks were reconciled.  
Review list of regular payments – To add yearly cost to the list for The Connections Bus Project
5. **Review of debtors and creditors at year end**  
All in order.  
Awaiting invoice for the MVAS unit.
6. **Review of Budget and Year to Date Actuals**  
All in order.
7. **Set Budget for 2019/20**  
The 2019/20 budget spreadsheet was tabled and each budget heading was agreed and where needed amended for the financial year 2019/20. **To go to MPC for approval. Clerk to write to CCC to increase grass cutting donation by 3% due to inflation. (from £1,055 to £1,086).**  
**Consider grant to Milton Community Centre** – A request from MCC was received for £37,000 for their yearly grant. DW Proposed to accept this request and to put it to MPC for approval. **ALL AGREED.**
8. **Set 2019/20 Parish Precept**  
DW suggested increasing the precept to £132,000 (£74.60 for band D property) – **RF Proposed – TL Seconded ALL AGREED. To go to MPC for approval.**
9. **Finance Officer**  
Nothing to report.
10. **Dates of next meeting**  
Monday 15 April at 7:45pm – **To be moved to Wednesday 17 April at 7:45pm**

Meeting closed at 9.50pm    Signed..... Date.....