

**Minutes of the Meeting of Milton Parish Council Finance and Administration Committee held on
Monday 20 January 2020 at 7pm. in Bowls Club**

Present: D Wildman (DW) (Chair), H M Smith (HMS), R Farrington (RF), J Coston (JEC)

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

1. **To accept and approve apologies for absence**
None all in attendance.
2. **Approval of Finance and Administration Minutes of 21 October 2019**
The Minutes of the meeting 21 October 2019 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 Investment Accounts – Next bond due to mature in August.
5. **Review of debtors and creditors at year end**
All in order.
6. **Review of Budget and Year to Date Actuals**
Reviewed with minor adjustments.
7. **Set Budget for 2020/21**
The 2020/21 budget spreadsheet was received and each budget heading was agreed and where needed amended for the financial year 2020/21. **To go to MPC for approval. Clerk to write to CCC to increase grass cutting payment by around 2% due to inflation. (from £1,086 to £1,108).**
Consider grant to Milton Community Centre – A request from MCC was received for £40,000 for their yearly grant. **ALL AGREED to recommend the request to MPC.**
8. **Set 2020/21 Parish Precept**
HMS suggested increasing the precept to £133,000 (£75.09 for band D property) – **RF Proposed – HMS Seconded ALL AGREED. To go to MPC for approval.**
9. **To CONSIDER updated Financial Regulations 2019**
Defer to next Finance meeting
10. **Finance Officer**
Nothing to report.
11. **Dates of next meeting**
Wednesday 22 April at 7:30pm

Meeting closed at 9.18pm Signed..... Date.....