

MILTON PARISH COUNCIL

Parish Council Office
Coles Road
Milton
Cambridge
CB24 6BL



Office: Tel: 01223 861447

Email: clerk@miltonvillage.org.uk

Web: www:miltonvillage.org.uk

FINANCE COMMITTEE

To all members of Milton Parish Council Finance Committee

For information to all members of Milton Parish Council

You are summoned to attend the next meeting of Milton Parish Council Finance Committee to be held online on Monday 4 May 2020 at 7:30pm

Members of the Public and the Press are cordially invited to attend. For details of how to join the online meeting please contact the Clerk by noon in advance of the meeting and indicate any agenda item(s) on which you would like to speak.

Clerk's signature: *Sarah Coker*
Date of issue: 28 April 2020

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on 20 January 2020: (Appendix 2)**
3. **Declarations of interest and dispensations:**
 - a) To receive declarations of interest from councillors on items on the agenda;
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any);
 - c) To grant any requests for dispensation as appropriate.
4. **Bank Reconciliation and Balances (Appendix 4)**

To review Balance sheet.
To review bank and investment balances
5. **Review of Debtors and Creditors at year end (Appendix 5)**
6. **Review of Budget and Year to Date Actuals (Appendix 6)**
7. **To CONSIDER updated Finance Regulations 2019 (Appendix 7)**
8. **Responsible Finance Officer**
9. **To CONSIDER request from Landbeach Parish Council to contribute to purchasing another MVAS Sign**
10. **To CONSIDER purchasing an AED Unit for the Sycamores Pavilion**
11. **Dates of next meeting**

6 July 2020 at 7:45pm

Clerks Office

The full agenda papers are available on the website www.miltonvillage.org.uk and at the Parish Council office.

Appendix 2

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. 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).**

DW noted that the proposed budget and forecast balances include the allocation of the £3,755 balance of S106 Public Open Space funds towards the costs of the Froment Way play equipment.

GK reported that there is a potential overspend of £8k on the MCC budget. No new purchase orders will be raised this financial year. The final figure will be reconciled with MCC at year end.

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.....