

**Finance Committee**  
**MINUTES OF MEETING**

**Date:** Tuesday 24<sup>th</sup> July 2018    **Venue:** Moulton Community Centre

---

**01/18 Election of Chairman**

It was unanimously **resolved** to elect Cllr C Fountain as Chair of the Finance Committee.

**02/18 Conduct a Public Session (Duration and content at Chairman's discretion)**

The resident present asked the Chair if the Finance Committee would be responsible for setting the budget. The Chair confirmed that this would be the case. The resident also asked if the Chair would be happy to accept questions during the meeting and not just in the Public Session. The Chair confirmed that would be acceptable.

The EO confirmed that committees and sub-committees operated in the same way as council meetings.

**03/18 Record Attendance, Apologies, Absence**

Councillors (Parish):    Cllr Bennett, Cllr Brooks, Cllr Fehnert, Cllr Fountain

Parish Councillors in attendance: Cllr Aarons, Cllr E Fountain, Cllr Ward

**Public:**                    1 resident

**Apologies:**              Cllr Paul

**04/18 Record any Declarations of Interest on subjects included on this agenda**

None

**05/18 Election of Vice-Chair Finance Committee**

It was unanimously **resolved** to elect Cllr Fehnert as Vice-Chair of the Finance Committee.

**06/18 Ncalc Finance training Course Feedback (CF)**

The slides from the Ncalc Finance Training Course have been distributed to all Finance Committee councillors. Cllr Fountain gave an overview of the course and highlighted that he had learned that local council finances were very different from any other i.e. no depreciation. Cllr Fountain stated that the financial background of the members of the Finance Committee would be very useful when monitoring the income and expenditure against budget and discussing Ear Marked Reserves.

**07/18 Overview of Annual Budget 2018/19**

Cllr Fountain discussed the current financial years' budget, commenting that there would be some uncertainties this year due as the community centre default was just coming to an end.

The Finance Committee would be looking closely at potentially reducing the amount of precept requested through early loan payments but balancing this with the ability to provide services e.g. library, PCSO etc

**08/18 Overview of Spend to Date 2018/19**

The EO produced two reports from the new Omega Accounting Software package; Account Code Report and Annual Budget By Combined Account Code. It was agreed that the reports provided a better view of the finances and would make analysis easier. It was **resolved** to produce these monthly.

**09/18 Information on June/July Payments**

The EO gave an explanation of the previously made July payments

**10/18 Summary of all Contracts, Service Agreements, Lease Arrangements etc in place**

The EO summarised the following:

**Contracts/Contractors**

- John Linnell – Cemetery
- Prestige Landscapes – Greenworks
- John Bland – Treeworks
- K and J Hird – Village maintenance
- K and J Hird – Community Centre cleaning, maintenance and caretaking
- Mower Man – Crowfields Maintenance
- Maintenance Contracts Community Centre

**Service Agreement**

Overstone Parish Council

**Lease Arrangements**

- Library
- Café
- Manfield Hall
- Moulton Village Hall
- Land at Marsh Spinney
- Moulton Football Club

**Charities**

- Moulton Village Hall Trust
- The Robert Eady Trust

**11/18 Explanation of S106 monies, CILS Payments and Ear Marked Reserves**

The EO gave an explanation of S106 monies, CILS and Ear Marked Reserves

**12/18 Set Priorities for Next Meeting**

Cllr Fountain asked councillors which matters they felt were to be prioritised. Contracts, specifications, precept, monthly updates and library were listed. It was **resolved** to prioritise the library issue.

**13/18 Set Date for Next Meeting**

The next meeting date was set as Wednesday 29<sup>th</sup> August @ 7pm.

Meeting Closed at 8.40pm

**Chairman's Acceptance Signature.....Date.....**

