

Finance Committee
MINUTES OF MEETING

Date: Tuesday 23rd February 2021 @ 4pm

Venue: via Zoom

The Finance Committee exercises responsibility to work with the RFO in the management of the Council's financial resources and to consider and recommend strategy and action on policy and operational matters concerned with Council's finances, property and resources. The Finance Committee has delegated powers to spend up to £2,000. Any amount over that value will be reported to the Full Parish Council meeting for full council approval.

24/21 Conduct a Public Session (Duration and content at Chairman's discretion)

None Required

25/21 Record Attendance, Apologies, Absence

Councillors (Parish): Cllr Paul (GP), Cllr Aarons (DA), Cllr Bennett (NB), Cllr Fehner (SF),
Cllr Swallow (YS)

Public: None

Apologies: None

26/21 Record any Declarations of Interest on subjects included on this agenda

Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.

None

27/21 Accept Minutes of Finance Committee Meeting held on 5th January 2021

It was **resolved** to accept the minutes of the Finance Committee held on 5th January 2021.

28/21 Report on Previous Agenda Items

13/21 Remote access to Public Gardens CCTV system installed

14/21 Remedial green works carried out on play equipment. Eibe spare parts due imminently

Cllr Aarons reported that Moulton College had agreed that the access path through the College grounds to the new Leisure Centre would be for walking and cycling.

29/21 Review February Exception Payments to Date

None

30/21 Review of:

- a. Detailed Income and Expenditure by Account for January
- b. Bank Reconciliation Statement for January

All councillors had received a copy of the following information including an explanation of variances from budget code:

Agenda item a – Detailed Income and Expenditure by Account months ended 31st January 2021

Agenda item b – Bank Reconciliation Statements for Current Account, Community Centre Account and Deposit Account months ended 31st January 2021

It was **resolved** to recommend approval of the above information.

The EO reported that five Business Support Grants to mitigate the loss of income at the Community Centre had been applied for and were currently being assessed.

The EO reported that £2600 had been donated towards new seating in the Public Gardens.

31/21 Review of Ear Marked Reserves

Review of Ear Marked Reserves

Summary

CILS –should be spent within 5 years and used to mitigate the impact of development

General £211,630

S106 monies – earmarked specifically to support Community Centre (capital expenditure - building modifications/contents purchases and upgrades or early loan repayment)

Community Centre £150,028 – approx. £50k per year due from Overstone Leys development up to a value of £870,000.

£35,000 Community Centre – year 1 of bank loan. Total precepted amount not needed as loan was paid in tranches. £35,000 left over.

£18,335 Moulton Football Club – DDC forward funded MFC £76,000 towards the completion of the 3G pitch. MPC to repay from CILS. (this repayment has been made direct from S106 monies) EO to clarify that this £18k is not required by DDC.

S106 Greenworks £196,000 in reserves another £173,000 due over next two years – varying amounts of this ear marked for use as part of budget income over next ten years greenworks only.

Summary – Available Monies

CILS	£211,630
S106 monies (C Centre projects only)	£150,028
Reserves	£ 35,000
MFC CILS	£ 18,335
Total	£414,000

The EO presented some ideas as to how the monies could be spent to avoid them being reclaimed:

- Support Library and Health and Wellbeing CIO until established i.e. staffing costs/provision of Welcome Desk
- Parish Improvement Plan -street furniture/additional planting/ cemetery works etc
- Fund for replacing/repairing play equipment
- Health and Wellbeing fund to support the Food bank for the remainder of this year - £3/4000k
- Minibus lease

S106 monies CCentre

- Consider new furniture for café including sofas etc/booths etc
- Planning application for new kitchen in large hall
- Complete new window in archive room
- May need to find a permanent solution for onsite storage -

A full discussion took place and it was agreed that a Parish Improvement Plan would be a very good idea.

Cllr Aarons suggested reviewing electric car charging points in the parish. EO to investigate. It was **resolved** to allocate £2,000 immediately to the Health and Wellbeing Fund to support village families and the Food Bank. Support to be allocated at the discretion of the EO.

All other items to be investigated and further information/costs provided.

32/21 Update on Library Transfer and CIO

The EO provided the following update:

- Stock take of books underway – every book needs NCC label removed and then scanned through Self Service system. Our Library Co-ordinators will then advise if we need to delete any
- Removal of DVD's – we are no longer stocking DVD's – these will be removed from the system and sold – all monies to the CIO
- Stock take of all fixtures and fittings nearly complete. Insurance company advised over MPC ownership of library. No additional premium for additional library fixtures until April 1st.
- 8 volunteers trained on library systems last week with more to follow over the next few weeks. All volunteers have indicated a willingness to assist with the stock take of books which. Many volunteers have indicated they would be interested in running groups i.e. Rhyme time/Reading Challenge etc
- From now until reopen, Jane, Anne and MJ will spend each Wednesday at the centre preparing the library for reopen.
- Redundant library furniture to be removed from site before reopen
- MJ, Anne, Louise and Jane all undertaking Food Hygiene courses online – MJ will cascade to volunteers

Moulton Community CIO

- Natalie Green, our accountant recommends CIO includes activities within library space area only.
- CIO to be classed as a 'Foundation' CIO which means that no individual trustee has personal liability
- Amended CIO application form to be completed by EO and Asst Clerk.
- CIO accounts dealt with separately to MPC as the Village Hall is now.
- Once the library has been configured, there is potential for one office space for rent

33/21 Community Centre Re-open – Covid Recovery Plans

The EO spoke of the need to review working practices at the community centre, post Covid. It was **resolved** to investigate various scenarios and produce a business plan to evidence each option.

34/21 Review of Moulton Village Hall Finances end January

All councillors had received a copy of the following Documents:

Moulton Village Hall Receipts and Payments months ended 31st January 2021

Moulton Village Hall Financial Statement months ended 31st January 2021

It was **resolved** to approve the Moulton Village Hall Trust financial position months ended 31st January 2021.

The EO reported that five Business Support Grants to mitigate the loss of income at the Village Hall had been applied for and were currently being assessed

35/21 Date of Next Meeting

Next Finance Committee Meeting Date: Tuesday 30th March 2021 @ 4pm

Meeting Closed at 5.15pm

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