

Minutes of the meeting of the Finance Committee of Borough Green Parish Council held at 7.30p.m. on Monday 24 November 2014 in Borough Green Parish Office

Present: Cllr M Taylor (Chairman) Cllrs. S Millener and T Shaw
Mrs H Damiral (Clerk and RFO)

	<u>For Decision</u>	<u>For Action</u>
1. <u>Apologies for Absence</u> Cllr Mrs S Gould		
2. <u>Declarations of Interest</u> None		
3. <u>Minutes of the Meeting 18 December 2013</u> All members had received copies of the minutes. RESOLVED that they be signed as a true record.		
4. <u>8 month 2014/15 Budget outturn</u> All committee members received copies of the budget outturn. Item 16 – Street Lighting Power: It is hoped that savings will be made for lights that are now part -night lighting Item 27 – Potters Mede Electricity: Cllr Millener will consider possible adjustments to the heating system to reduce electricity costs.		SM
5. <u>Requests for Financial Assistance</u> (i) Vitalise: Agreed to recommend a £50 donation in the next financial year (ii) Chiropodist service for Age Concern at BGVH: no further information received but it is understood that a £10/15,000 legacy may be forthcoming at some future date to assist with funding this service. Clerk will check on legality of BGPC acting as the recipient/banker for this money. BGPC to approve this action. (iii) Agreed to recommend: <ul style="list-style-type: none"> • Churches community projects - £500 be carried forward at 2014/2015 year end and an additional £500 be allocated 2015/2016 • Youth budget - £500 be carried forward at 2014/2015 year end and an additional £500 be allocated 2015/2016 plus regular donations • Traffic initiatives - £4,500 be carried forward at 2014/2015 year end and an additional £1,500 be allocated 2015/2016 	PC PC PC PC PC PC	
(iv) Agreed to recommend that all other donations as listed be approved 2015/2016		
6. <u>Risk controls</u> Cllr Millener will progress risk assessments for all BGPC operational areas. Cllr Taylor will provide a copy of the BGVH document for guidance. Agreed to recommend a 'brainstorming' agenda item for the Feb 2015 BGPC meeting when all Cllrs can make input.		SM MT all
7. <u>Staff Matters</u> Agreed to recommend a 2% increase for all staff w.e.f 1.4.15. It is noted that Clerk's salary has to accord with the NALC salary scales, as detailed on attached schedule, which is reviewed nationally from time to time.	PC	
8. <u>Recreational Areas</u> Agreed to recommend that there be no changes to hire charges 2015/2016	PC	
9. <u>Precept 2015/2016</u> During discussion agreed recommendations for the 2015/2016 financial year: Item 7 office equipment – allocate additional £250 to build up funds for new equipment when required Item 11 village enhancement – allocate any surplus at year end, £1,000 minimum, to the War Memorial project Item 14 salt bins – no additional allocation as no additional bins required Item 18 new/replacement street lighting columns – allocate £3,000 as some columns are quite old Item 30 Potters Mede car park – allocate additional £5000 to build up funds for future surfacing of front car park New Sports Field adj P Mede – no allocation as there are no definite plans War Memorial – £5,000 allocation, additional to amount at item 11 above	PC PC PC PC PC PC PC PC	
Details of the amount of Council Tax Support Grant and the Band D number are awaited from T&MBC. These are needed before the 2015/16 budget and precept requirements can be finalised.		
The meeting ended at 10.05 pm.		

