

Minutes of Finance Meeting
11th January 2023
6:30pm Langham Community Centre

Present: Cllr Bottwood, Cllr Brockman, Cllr Armstrong
Attendees: Clerk Carol Harbach
0 Members of the public.

- 22/72** **Welcome and Apologies for absence**
Cllr Bottwood welcomed everyone to the meeting.
No apologies were received.
- 22/73** **Declaration of Members Interests**
None arose. It was agreed that any declarations of interest would be declared as they arise on the agenda.
- 22/74** **Agree Minutes from the Finance Committee meeting held on 2nd November 2022**
These were agreed as a true and accurate account. Proposed Cllr Armstrong seconded Cllr Brockman.
All agreed.
- 22/75** **Matters arising from the Finance Committee meeting on 2nd November 2022**

Finance regulations regarding credit card – ongoing
Rest of items on agenda
- 22/76** **Public Open Forum (maximum 10 minutes)**
Questions to be recorded and answered at the next meeting.
- 22/77** **Approve Expenditure and Income for sign off prior to the next parish council meeting in accordance with LPC Financial regulations.**
Expenditure for December 22 approved under delegated powers.
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|---|-----------|
| Impact Security and Medical cover – for Bonfire event | £525.00 |
| James Todd & Co – payroll | 24.00 |
| Bowman & Sons – cutting of hedge | 156.00 |
| Contractor for village Inv Oct Nov 22 - village works | 222.00 |
| R&D Schofield – storage of paperwork | 82.80 |
| JackRabbit Brewing – beer for bonfire event | 1,208.40 |
| Clerk Salary for Dec 22 including backpay | 1,259.96 |
| HMRC NI Payment & Tax | 252.17 |
| Pinnacle Housing Ltd – grass cutting of field | 2,340.00 |
| Troggy Grass Maintenance – cutting of verges | 760.00 |
| | ===== |
| Total | £6,830,33 |

January 23 expenditure for approval
LCC – Hall hire Inv 5332 48.50

Proposed by Cllr Bottwood seconded by Cllr Brockman all agreed.

Balance as at 31/12/22

Community Account 30553093	£3,801.79
Savings account 30553085	£51,193.02
Tennis account 50634468	£14,946.47
Bonfire account 40553182	£18,029.98
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Total	£87,971.26
Current account	
Income	£26,502.09
Expenditure	£39,347.65

- 22/78 Initial discussions on a budget for the King’s Coronation event**
This was discussed and depending on the scope of the event it would require a more detailed budget review.
This depends on what comes back from the Recreation Ground committee and will be reviewed when more information is available.
- 22/79 Proposed budget and Precept for next year’s budget**
The proposed papers had been circulated to the committee and were discussed in more detail.
After reviewing the draft budget income and expenditure figures for 23/24 it was proposed that a an increase to the Precept, in line with the September 2022 RPI figure of 12.4%, be submitted to CCC. Proposed Cllr Bottwood, seconded Cllr Brockman. All agreed
This will be put forward to the main council for approval
A future 5-year financial plan was discussed to cover major projects that the PC were intent on delivering for the village. This will be looked at during the first part of the financial year. The committee will also look at and track the variance of the budget on a more regular basis.
Proposed Cllr Bottwood seconded Cllr Brockman. All agreed.
- 22/80 Children’s play area financial update**
The orders for this have been received and signed off.
This was discussed in detail and the questions raised were answered.
Concerns were raised about the timing of payments to ensure that the PC could make payments during this financial year and that S106 payments for the Vistry project could be received before payment deadlines are reached.
This should be passed to the Recreation Ground Committee for clarification with Kompan. Action Cllr Bottwood
(See also item 22/83)

- 22/81 Bonfire Night financial update**
The spreadsheet with the information on has been previously circulated to the committee and shows the figures to date.
There appears to be 2 pitch fees missing along with one sponsorship payment. This will be passed to the Recreation Ground committee to follow up.
- 22/82 Guidelines on cash handling for future events**
Deferred to next meeting
- 22/83 S106 Funding**
The Vistry Homes invoice for payment of the sums identified in the S106 contract has now been issued by CCC. Timescales for settlement of this invoice and the release of funds to LPC were discussed. Updates will be brought to the next meeting.
- 22/84 Request from First Responders**
The council had received a request from the First Responders to provide a contribution towards new kit. More questions were asked of the First Responders which they have now answered.
It was mentioned that Stratford St Mary had donated £300 towards this project. The council discussed this further and agreed a proposed donation of £300 - £500 after looking at population numbers of the villages of Langham and Stratford St Mary. This would be investigated further and the amount finalised in line with the relative populations of each village.
This will be taken to the full council at the next meeting.
- 22/85 Items for next agenda**
Please see above
Any other items to be given to the Clerk.
- 22/86 Date and time of next meeting**
Wednesday 8th February 6:30pm at Langham Community Centre to be confirmed.
- 22/87 Chairman's closure of meeting**
Chairman closed the meeting at 8:25pm