



# Holybrook Parish Council

*Serving the communities of Beansheaf Farm and Fords Farm*

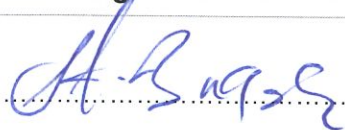
## Finance Committee Meeting Minutes

Date of Meeting	23 <sup>rd</sup> October 2017
Location	Beansheaf Community Centre
Present	Cllrs. Tull (Chair), H. Mistry (Vice-Chair), and Bedwell, Littlewood and S. Mistry. Also present: Caroline Lenaghan (Administration Assistant)
Circulation	All Finance Committee members

No.	Notes	Action
F08-17/18	<b>Open forum for members of the public</b> None.	
F09-17/18	<b>Apologies for absence</b> Pam Kirkpatrick (Clerk).	
F10-17/18	<b>Declarations of interest relevant to the Agenda</b> None.	
F11-17/18	<b>Minutes</b> The Minutes of the Committee meeting on 3rd July 2017 were <b>APPROVED</b> . Proposed by Cllr Bedwell and seconded by Cllr S. Mistry.	
F12-17/18	<b>Matters arising from the Minutes</b> In the Clerk's absence it was <b>AGREED</b> that there were no matters arising.	
F13-17/18	<b>Large Grant application;</b> Members discussed the grant application from the MS Society for £500. Cllr. Littlewood proposed a sum of £350.00 be awarded to the charity. <b>AGREED</b> unanimously.	
F14-17/18	<b>2017/18 Budget and 2018/19 Precept;</b> Cllr. Tull clarified the type of occasions when the Council may need to use the budget for Legal & Professional fees and the Members' Training budget. Cllr. S Mistry queried the amount in the Santander account due to the amount guaranteed under the Financial Services Compensation Scheme (FSCS). Members were advised that the Council had received additional funds such as CIL money and the claimed back VAT since the last Financial Meeting.	

No.	Notes	Action
F14-17/18 cont.	<p>Members <b>AGREED</b> that the redecoration budget under the Beansheaf Centre Expenditure should increase from £2000.00 to £3000.00 for 2018-19. This is due to the age of the building and, therefore, the likelihood of more work being required to keep it in good repair.</p> <p>Cllr. H Mistry asked if the Clerk could check if the projections for the Building and Contents Insurance to ensure that they included the increase in tax.</p> <p>Members were happy with the figures under Community and Environment on the spreadsheet provided.</p>	PK
F15-17/18	<p><b>Earmarked Reserves 2018/19;</b></p> <p>Members reviewed the Earmarked Reserves and <b>AGREED</b> the following:</p> <ul style="list-style-type: none"> <li>- Chairs for the Linear Hall to change from medium to high priority (depending on the VAT projections up until the new financial year).</li> <li>- To aim for the new kitchen to be fitted in the 2018 summer holidays and to review the budget allocated for this project.</li> </ul>	
F16-17/18	<p><b>Community Infrastructure Levy (CIL) projects;</b></p> <p><b>Members scrutinised the project list and AGREED by majority vote, for the following projects to be ratified by the Full Council at the next meeting:</b></p> <p><b>Social Infrastructure</b></p> <ul style="list-style-type: none"> <li>• Project 1 – Upgrade toilets at the Holymead Centre only to be offered with matched funding.</li> <li>• Project 2 - Indoor classroom furniture &amp; equipment, and Outdoor furniture at Kennet Valley Primary School.</li> </ul> <p><b>Green Infrastructure</b></p> <ul style="list-style-type: none"> <li>• Project 1 – Permanent table tennis table &amp; adult outdoor gym at Linear Park on Beansheaf side.</li> <li>• Project 2 - Improving paths in the Holybrook area. This includes a path from Fords Farm to Holymead play area and improving paths in Linear Park.</li> <li>• Picnic benches and cycle facilities in the Holybrook play area and Underwood play area.</li> </ul> <p><b>Physical Infrastructure</b></p> <ul style="list-style-type: none"> <li>• Project 1 – Holybrook Parish Planting Project. This would be the planting of shrubs and trees on green verges in the Parish. Cllr Bedwell, highlighted that any project designated on WBC land would need their permission. Also any trees or shrubs planted with CIL money would require maintenance.</li> </ul>	
F17-17/18	<p><b>Review of Standing Orders</b></p> <p>Members reviewed the documentation provided and <b>AGREED</b> to the changes highlighted and for it to be put forward to the Full Council to be ratified.</p>	
	<p><b>There being no other business, the meeting closed at 9.40pm</b></p>	

Signed: .....



Dated: .....



Minutes prepared by	Caroline Lenaghan (Administration)
Minutes dated	30 <sup>th</sup> October 2017