

Finance Committee; Cllrs Jones, Mercer, Tranquada, Barnes, Blake, Daden, Garwood.

**Minutes of the Finance Committee
Council Office, Broomfield Village Hall. 7.30 p.m. on Wednesday 20th June 2018**

FIN18/9. Members Attending

Chairman Cllr Jones

Present Cllrs Mercer, Garwood.

Apologies Cllrs Blake, Barnes, Tranquada

Not present Cllr Daden

Resolved. Apologies for absence were accepted from Cllrs Barnes, Blake Tranquada. Proposed Cllr Jones seconded Cllr Mercer and carried unanimously.

FIN18/10. Declarations of interests

There were no declarations of interest.

FIN18/11. To approve the minutes of Finance Committee Meeting held 18th September 2017.

Resolved. The minutes of the Finance and General Purposes Meeting held on 15th November 2017 are accepted as a true record. Proposed Cllr Jones seconded Cllr Garwood and carried unanimously.

The Committee noted the cancellation of the April meeting which was inquorate.

FIN18/12. To note the year-end summary reports

Resolved. The committee notes the year end reports. Proposed Cllr Jones seconded Cllr Mercer and carried unanimously.

FIN18/13. To receive monthly financial reports

- a. The bank statement and reconciliation for May 2018 was approved.
- b. The cashbook, income and expenditure for May 2018 was approved.
- c. The payroll for May 2018 was approved

Resolved: The Committee approves the financial records for May 2018. Proposed Cllr Jones seconded Cllr Mercer and carried unanimously.

FIN18/14. To consider spending plans and a five year budget proposal for 2018-23

Following a discussion on budget management, the Committee agreed general principles for budget planning.

1. There will be no increase in the band D equivalent for precept planning. New housing will bring increased revenue, and unless the needs of the council change, this will be sufficient to manage the services.
2. Given recent changes in public sector pay settlements, the council will budget for salary increase of 5% including pension and NI

3. As part of the integration between Village Hall and Parish Council, the Village Hall staff will be employed on local government terms and conditions which will include membership of the Local Government Pension Scheme.
4. There is a need to identify and prioritise capital projects that have already been agreed but not yet implemented. This will create a bank of projects that will be prioritised for inclusion in the work programme as the opportunity and funding permits.
5. The capital project will require ongoing funding for maintenance or eventual replacement so the capital project list will identify running costs as well as capital spend.

The following specific projects were considered.

The Barn is underused and alternative uses will be considered. The Village Amenities committee is considering adapting the barn for commercial purposes which could bring an income of £2 - £4,000 for an outlay of £1 - £2,000. If this is not considered to be financially viable, the Council will consider other community-based uses. The Clerk will present a cost-benefit summary to the next meeting of full council.

Broomfield Place. Any works or development would be part of a project that would require separate financial management. Until these are agreed, there are no proposals that would require budget commitment.

Library. To consider joint working with ECC to manage the library.

Resurfacing church green. The Clerk will write to Essex Highways to enquire about the long term plans for maintenance and repair of this road. The Council may research opportunities for grant-funding to improve the area. The Village Amenities Committee will be considering the maintenance of wooden kerbing.

Resurfacing car park. Funding for resurfacing existing space and building a new car park are agreed for the current year.

Increase budget for grounds maintenance. Although there are volunteers to do work on the allotments, centenary wood and footpaths now, this may not be the case in future so the Council will need to have money available for contractors.

FIN18/15. Items for next meeting
No items proposed