

## SELSTON PARISH COUNCIL

Minutes of the Strategic Planning & Finance Committee held at Selston Parish Hall on

Wednesday 20<sup>th</sup> March 2019 at 3.00pm.

### Committee members present:

Cllr S Fletcher, Cllr J O'Byrne, Cllr S Jackson and Cllrs S Wilson

Also present Cllr S Hey, Clerk – Lisa Simpson and RFO – Jo Williamson

#### **1. To receive apologies for absence**

Cllr B Briggs and Cllr D Hodgman.

#### **2. To receive declarations of interest**

None

#### **3. February 2019 Accounts**

The Committee looked in depth at the February 2019 Accounts. Feeding Tariffs and the performance of the Solar Panels at the various sites were discussed. Wages at the Old Council Offices were discussed and it was noted that the wages are currently slightly higher due to a change of staff and that there was a member of the caretaking staff currently off ill.

#### **4. Projected Accounts for 31<sup>st</sup> March 2019**

The Clerk explained that herself and the RFO had spoken with RBS and had managed to clear up some of the anomalies in the accounts package in preparation for the Year End.

The Committee noted that there was an overspend on the Parish Hall Budget. The Clerk explained that this was why it was proposed to move the Reserves as discussed at previous meetings.

The Clerk explained that the Forecast includes an expected outgoing for £10,000, which is for gym equipment at the Freizeland Recreation Ground (part of this has already been received in the form of a grant from Nottinghamshire County Council and UCAN).

The committee asked why approximately £2,000 of income was still outstanding. The Clerk explained that some of the customers using the rooms were small groups who did not have reserves available. A lot of the outstanding balances related to long standing regular customers, because of this the Clerk felt it is a balancing act between renting the rooms and obtaining income but at the same time being sensitive to the fact that some groups are unable to pay large monthly bills so will pay after each group/class has taken place. The Clerk explained however that for all Party Bookings, upfront payment is required and that the Deputy Clerk was currently chasing all outstanding monies for other outstanding bookings.

#### **5. Allocation of Earmarked Reserves**

The following suggestions were made for movements to Earmarked Reserves: -

- £40,000 was to be moved from General Reserves to the Parish Hall as this was monies received for the telephone mast and has to be spent at the Parish Hall.

- £6,000 to be removed from General Reserves (Grants Received) to EMR Friezeland Recreation Ground to cover the cost of the projected outgoing invoice.
- The Committee discussed the possibility of the Relief Caretaker carrying out extra duties for general repairs and maintenance throughout the Parish. It was suggested that £5,000 be moved from General Reserves to EMR Machinery Purchases to cover the cost of a possible vehicle to enable him to carry out these duties.

It was decided to move the Remembrance Sunday costs from code 4186 to code 4200 Other Civic Costs.

## **6. Allocation of unspent budget to Reserves**

Possible movements of unspent budgets into Reserves are as follows: -

- Code 4045 Grounds Maintenance Account £5,390 underspend be moved to EMR Machinery Purchases code 365.
- All unspent balance for Christmas Events be moved to EMR Reserves for each event codes 382,383 and 384. Calendar money still to be allocated from Selston.
  - 1901 Xmas Event – Selston currently £7,188
  - 1902 Xmas Event – Jacksdale currently £1,351
  - 1903 Xmas Event – Underwood currently £3,173
- Code 4190 Election Costs Budget £3,500 be moved to code 375 EMR Election Fees
- All Capital Expenditure balances be moved to the relevant EMR Reserves
- Code 4415 OR-Repairs and Maintenance £3,395 be moved to code 345 EMR Pavillion
- Code 4645 OCO-Repairs and Maintenance £1,184 be moved to code 330 Old Council Offices
- Code 4770 JCC- Repairs and Maintenance to be left where it is for now

Please note that these balances are current and may change slightly before 31<sup>st</sup> March 2019.

All movements to be approved at full Council on Monday 25<sup>th</sup> March 2019.

## **7. To approve List of Regular Payments**

Cllr J O Byrne proposed and Cllr S Wilson seconded.

Meeting closed at 4.35pm.