

## WATERBEACH PARISH COUNCIL

Minutes of the Finance Committee held virtually via Zoom on Tuesday 28 July 2020

### **THOSE PRESENT / APOLOGIES FOR ABSENCE**

**Present:** Cllrs Bull, Rabbett, B Williams, M Williamson

**Apologies:** Cllrs Gilzean, Grant, B Johnson, P Johnson,

**Also in attendance:** S Mason, Clerk

### **20/1 OPEN FORUM**

No members of the public were present.

### **20/2 MINUTES**

The minutes of the meeting held on 15 January 2020 were agreed and will be signed as a true record

**Proposed: Cllr Bull Seconded: Cllr Rabbett In favour: 3 Abstention: 1**

### **20/3 MEMBERS' INTERESTS**

None received

### **20/4 REVIEW OF END Q4 FLEX BUDGET FOR THE FY 2019/20 FINANCIAL YEAR**

Members went through the budget and noted the following:

- The reserve figure remained comparable to the previous year end.
- No interest payment was showing from the Cambridge Building Society so the Clerk was asked to check the recording of bank interest and make any adjustments to correct bank interest income.
- Cost code 4002 was now redundant as S106 bank interest now showed under the S106 Cost Centre.

### **20/5 END YEAR ACCOUNTS 2019/2020**

The detailed accounts were approved subject to any amendment needed to record bank interest received (see above)

**Proposed: Cllr M Williamson Seconded: Cllr Bull Unanimous**

### **20/6 FINANCIAL YEAR 2020-2021: REVIEW OF Q1 BUDGET**

The meeting reviewed the flex budget and commentary paper. The first three months of the FY had been far from usual. It was noted that suggestions for amendments would be more sensible considered when the Q2 figures were available. Meanwhile the following amendments were needed:

- Cost centre 6030 machinery store – the recent purchase of reconditioned gang mowers should be recorded under CC10051: S106 – Grounds rather than as shown.
- Cost centre 10032 Neighbourhood Development Plan Income – WPC had recently been informed it had been successful in a grant application in support of technical support. A figure of £4,000 could now be entered.
- Cost centre 6014. A bill from Cambridge water had inadvertently been entered onto the system twice. It had not been paid twice, so the Scribe entry needed correcting.

## **20/7CEMETERY CHARGES**

It was **AGREED** to recommend to Council that the fees increase by 2% to cover a cost of living increase.

**Proposed: Cllr B Williams Seconded: Cllr M Williamson. In favour 3 Abstention 1**

## **20/8 S106 FUNDING**

The Clerk explained that the income and expenditure on S106 was being properly recorded. The next step was to make a more dynamic system that could track timescales, spend categories and amounts against individual schemes to ensure that the no expenditure deadlines were missed. The Clerk was asked to arrange temporary support to assist in setting up such a system pending the recruitment of a Finance Officer.

The car park project was nearing completion. There was potential to account for the funding from a mix of S106 sports, play and indoor community contributions. The amounts for each and accompanying rationale needed to be properly documented.

The meeting closed at 8.50pm