

Minutes of the meeting of the Finance Committee of Waterbeach Parish Council held on Wednesday, 27th January, 2005 at 7.30 p.m. in the New Pavilion.

Present: Mr. W. Grant; Mr. M. Leeke; Mr. A. Shipp; Mr. M. Williamson; Mr. A. Wright.
In attendance: the Clerk.

1. To elect a Chairman:

Mr. Wright proposed, seconded by Mr. Shipp and agreed that Mr. Leeke be Chairman.

2. Apologies

There were no apologies.

3. To review the financial year to date

i. Income and expenditure

The overspend on groundsmans wage 1 was almost balanced out by the underspend on the groundsman wage 2. The underspend on the groundsman NI/pension is due to the fact that Mr. Stublely chose not to join the superannuation scheme. The projected balance between the budget and the actual figure is £10682.

It was agreed that the income from the bowls club towards maintenance of the green should be increased to £700. The income from the cricket club towards maintenance of the square should be increased to £300.

It was agreed that the pavilion should be repainted either by contractors or the grounds staff. The Clerk would establish the type of paint used.

Cemetery allocation: **Recommendation** – the finance committee recommend to the Council that, due to the fact that the acquisition for the extension has not yet been finalised, unless the agreement is signed by the end of the current financial year the council withdraw from negotiations.

The Clerk would investigate the possibility of a cemetery outside the greenbelt, the possibility of re-using the burial ground.

Cemetery wall – further consideration should be given to the necessary works to ensure that the wall is safe.

ii. Bank reconciliation: The bank statement for the 31st December, 2004 and the income and expenditure books were compared with the bank reconciliation as prepared by the Clerk. Mr. Leeke would inspect and sign the books and bank statement at a later date.

4. To consider the budget for 2005/2006:

The budget as prepared by the Clerk was considered and the following amendments were made.

Groundsman wages: It was agreed that Mr. Scrivener continue to work 16hrs per week and that his pay would be on scale SCP 6. It was agreed that Mr. Stublely be paid on scale SCP 18.

Clerks salary: It was agreed that the Clerk be paid on scale LC1 Scale SCP21.

Car park maintenance and extension: It was agreed that the proposed budget be reduced by £3500 and that the existing car park should be re-surfaced and the balance of the budgeted figure be allocated to funds to extend the car park.

Clerks expenses: It was agreed that these should be increased to £125/month once more space in the Clerk's house was available for the Council.

Vehicle and equipment repairs and service: It was agreed that the sum be increased by £200.

It was agreed that for 2005/06 the football club be charged £31/match for all matches except charity matches and that the colts football club be charged £10.50/week from 1st September to 31st May.

The 2005/06 fees for the Bowls and Cricket Clubs would be reviewed once the agreements had been received back from the clubs. It was agreed that now that the maintenance work is being carried out in house that the maintenance and rent charged to the bowls and cricket clubs should be rolled together.

The charging to WAY and the Fen Edge Patch would be reviewed following meetings with the organisations.

Bank interest – a higher budget figure than the previous year had been made. It is recommended that the balances be transferred to a tracker account which would allow twelve free transfer per year and would give a higher rate of interest. This would be discussed at the February monthly meeting.

Recommendation: Mr. Leeke proposed that the precept for 2005/06 should be £88,400, an increase of 4%. The Council should be aware that this may be reflected in the council tax charge as a higher increase due to recently submitted details of the level of contribution that the Ministry of Defence make towards the charge in respect of property in their ownership being previously lower than expected.

5. Audit queries

- i. Risk Assessment

Mr. Williamson agreed to word a reply regarding this matter.

The meeting ended at 10.45 p.m.

Chairman Date