

Minutes of the meeting of the Finance Committee of Waterbeach Parish Council held on Tuesday, 11<sup>th</sup> July, 2006 at 7.30 p.m. in the New Pavilion.

**Present:** Dr. C. Grant; Mr. W. Grant; Mr. M. Leeke; Mrs. C. Smith; Mr. M. Williamson; Mr. A. Wright.

**1. To elect a Chairman:**

Mr. Williamson proposed, seconded by Mr. Grant and agreed that Mr. Leeke be Chairman.

**2. Declaration of Interests:**

Dr. Grant declared a personal interesting matters relating to the library.

Mr. Grant proposed a personal interest in matters relating to the library.

**3. Apologies:** There no apologies.

**4. To approve the Minutes of the meeting held on 31<sup>st</sup> January, 2006:**

Mr. Williamson proposed, seconded by Mr. Grant and agreed that the Minutes be approved and signed.

**5. Matters arising from the Minutes of the meeting held on 31<sup>st</sup> January, 2006:**

There were no matters arising from the Minutes.

**6. To review the 2005/2006 financial year to date**

i. Income and expenditure

It was agreed that the sub heading, audit, should read audit and professional fees and that the fee for solicitors, £1269, in quarter one of post and 'phone should be moved to the new heading. It was noted that the general reserve of the council had never been noted and that it is determined by the difference between cash reserves and allocated reserves, i.e. £27999 once the over spend in the allocation for stakeholder had been written out.

ii. Bank reconciliation to 31<sup>st</sup> March, 2006.

The bank reconciliation for to 31<sup>st</sup> March 2006 had been checked by the internal auditor on 10<sup>th</sup> July.

**7. To review the 2006/2007 financial year to date**

i. Income and expenditure:

In view of the fact that a contractor had not been employed to cut the grass in the cemetery it was agreed that £4750 from the grasscutting budget should be moved to budget for groundsman (1) and £250 to NI for groundsman (1).

The £1378 in quarter 1 for contribution to youth leader is expenditure in 2005/06.

It was agreed that the budget for tree maintenance would not be adequate for this year and that in future years an increased amount should be budgeted to cover the works needed on the parish council trees.

The meeting was reminded that meetings held in the school could not be charged to the Parish Council, therefore the budget figure for meetings is for meetings held in places other than the school.

The tools and workwear budget may not be adequate now that the council have two manual workers.

The budget figure for election expenses was not adequate. The cost of postal votes had not been taken into account when budgeting.

An estimate should be obtained for maintenance work to the footpath across the recreation ground.

ii. Bank reconciliation to 30<sup>th</sup> June, 2006

Mr. Leeke would examine the bank reconciliation and associated paperwork.

**8. To consider request by Way for a grant for 2006/2007:**

Mr. Leeke proposed and agreed that £2000 be granted to WAY in the first instance to ensure that the summer scheme would run. This grant equates to the attendance figure of 72% of the youth club from Waterbeach and Chittering and

the Council expect WAY to obtain from other parishes represented at the youth club a sum of £28/percentage of attendance. A review of the funding will be made when Mr. Williamson and Mrs. Fisher have met with CCC to discuss their contribution to the youth schemes

The Council also expect WAY to advertise more widely in the village so that it is not only the youth club members who are aware of the summer scheme. Any advertising should state that the summer scheme has been sponsored by the Parish Council

**9. To consider the fees charged for 2006 to:**

- i. Bowls Club;

The Clerk suggested that a review of the agreement with the Bowls Club should be made, i.e. that all maintenance work should be undertaken by the club and that a peppercorn rent be charged by the Council. It was agreed that this suggestion should be put to the Bowls Club for consideration and that any further discussions necessary should be between Mr. Grant, the Clerk and the Bowls Club members.

- ii. Cricket Club:

Mr. Wright proposed, seconded by Mrs. Smith that the fee for 2006 should be £504.

- iii. Colts Football Club:

It was agreed that the fees charged for the 2006/2007 season should be increased by 5% to £11/week from 1<sup>st</sup> September to 31<sup>st</sup> May

- iv. Football Club:

It was agreed that the fees charged for the 2006/2007 season should be increased by 5% to £32.55/match played.

**10. Correspondence:**

A business plan for the library needs to be done before a new agreement is discussed with CCC. Dr. Grant agreed to circulate a draft plan to committee members for comments before circulating to the full parish council.

The meeting ended at 9.15 p.m.

Chairman ..... Date .....