



Minutes of a Meeting of Alderholt Parish Council Finance Committee held at The Committee Room, Alderholt Village Hall, Station Road, Alderholt commencing at 7.00pm Monday 3rd June 2019

01/19

Present; Cllr Martin Smethers (Chairman)
Cllr Adrian Hibberd
Cllr Stephen Godsall
Cllr Gina Logan
Cllr Alan Stockley
Clerk – Mrs Maria Humby

Apologies; None

02/19

WELCOME FROM THE CHAIRMAN INCLUDING RECEIVING APOLOGIES AND HOUSEKEEPING NOTICES

The Chairman welcomed everyone to the meeting and advised of fire procedures for escape in the event of a fire.

03/19

DECLARATIONS OF INTEREST

In the interest of transparency, Cllr Smethers declared an interest in the item considering grants as he is Chairman of 1st Alderholt Scouts. This is not a pecuniary interest.

04/19

PUBLIC SESSION

No representations received or members of the public present.

05/19

MINUTES

Resolved; the minutes of the Finance Committee held on 5th November 2018 were confirmed as a correct record and signed by the Chairman, Cllr Smethers.

06/19

TO CONSIDER CAPITAL AND GENERAL GRANT REQUESTS

Spreadsheets and applications circulated.

1. Capital Grant Applications

The balance of this fund is £1000.00. Only one application has been received which was considered by Cllrs.

Cllrs agreed that this grant should be deferred to the next round (Oct) as further information was required regarding finances including APC giving a grant in 2018 for Capital costs of £7358.56 which is not detailed on the application.

Chairman's Initials;



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Cllr Smethers will discuss with the scouts.

2. General Grant Applications

The balance of this fund is £1200.00. Cllrs considered three applications received and unanimously;

- Resolved to grant the sum of £70.00 to the Alderholt Ladies Badminton Group which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.
- Resolved to grant the sum of £300.00 to the Wots Project (Coach in the Community) which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.
- Resolved to grant the sum of £150.00 to the Alderholt 1st Scouts Group which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

07/19

TO CONSIDER RESERVES TO DATE

Councillors considered the end of year and up to date reserve reports which were agreed as follows;

<u>General Reserves</u>	-		
Balance of General Reserves 31st March 2019			122136.52
Reserve Funds Received	New Credits	Transfers between funds	
Rec Gd Play Equipment Repair/Replacement Fund		5760.00	
Establishment Fund		795.00	
General Amenity Repair/Replacement Fund		1602.00	
New Service Devolution Reserve Budget- 2020 97 Bus		4000.00	
Planning Consultant Reserve Budget		5000.00	
SUBTOTAL ALL CREDITS	0.00	17157.00	17157.00
Funds Transferred Out	New payments	Transfers between funds	

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Dorset Planning Consultant 1st invoice 0337	2247.50		
H Trueman-allotment tenant refund of Greenhouse deposit	100.00		
SUBTOTAL ALL PAYMENTS	2347.50	0.00	2347.50
Balance of General Reserves 3 June 2019			136946.02
Reserve Funds			
Balance of Contingency Fund			30916.31
Balance of Rec Gd Equipment Repair/Replacement Fund			48555.61
Balance of General Asset Repair/Replacement Fund			6228.57
Balance of Establishment Repair/Replacement Fund			4435.73
Balance of Election Fund			3000.00
Balance of Allotment Greenhouse Deposits Fund			50.00
Balance of Pavilion Project Fund			24450.50
Balance of 2018 97 Bus Fund			256.80
Balance of 2019 97 Bus Fund			4500.00
Balance of 2020 97 Bus Fund			4000.00
Balance of New Local Plan Review Fund			10552.50
Total of General Reserves 3rd June 2019			136946.02

Cllrs agreed that excess funds remaining in the 2018 97 bus fund of £256.80 to be transferred to the 2020 97 Bus fund

08/19

TO CONSIDER BUDGETS TO DATE

The RFO updated on budgets advising that to date budgets were within target, but noted that there will be an increase in recreation ground costs due to a change in contractor that was being considered at full council on Monday 10th June. It was recommended that this should be considered later in the year to determine whether this could be met from other sub headings within the recreation ground budget or whether funds would be required from the contingency fund. **Noted and agreed.**

09/19

EMPLOYMENT ISSUES

- 1. Cllrs agreed that Cllr Smethers, Stockley and the clerk should draft a new Staffing Policy**

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2. The clerk advised that workload was still a problem which was acknowledged by Cllrs.

Cllrs agreed;

- Workload should continue to be monitored
 - When writing the staff policy, consideration should also be given to how increased workload could be addressed.
 - All new project proposals should include consideration of staff time and budgets.
 - Cllr Smethers should sign off any overtime each month
3. The adjustment to payroll re advice from DAPTC as reported and agreed at the November finance meeting is still ongoing with Dorset Council. However, it is likely that the outstanding payments to both M Humby and K Brooker will be paid within the next few months. **Noted and agreed**

10/19

TO CONSIDER REVIEW OF APC FINANCIAL REGULATIONS AND COUNCIL ASSET VALUATION

It was agreed at the May council meeting that Financial Regulations and Review of Council Assets should be undertaken by the clerk and Finance members for report back to full council.

1. Cllrs agreed that Cllrs Smethers, Stockley and the clerk to review Financial Regulations
2. Cllrs agreed that Cllrs Stockley, Godsall and the clerk to review Council Assets including re-valuation if appropriate.

Meeting closed 8.07pm

Minutes Approved;

Chairman's Signature;

Date:

Chairman's Initials;