

Sonning Common Parish Council

Minutes of the meeting of the FINANCE COMMITTEE held on Wednesday 9 July 2014.

Present: Mr Jones; Mr Kedge and Mrs Phillips-Tilbury and Mr Collings (RFO)

F14/030 Apologies for absence: Miss Hunt

F14/031 Declarations of Interest: None.

F14/032 Public Question Time: N/A

F14/033 Reconciliation of Accounts as at 30 June 2014- presented and approved.

F14/034 Review of Financial Information as at 30 June 2014 - presented and approved.

F14/035 Accounts for payment: The following accounts for payment were individually reviewed and their payment was then authorised:

| JULY 2014 FC DOCKETS LIST | | | | | |
|---------------------------|--------|-------------------------|-----------|------|-----------------------------|
| Docket | Chq No | Payee | Amount | Auth | Code |
| 201415-061 | 3430 | Petty Cash | 50.00 | RFO | AM = Allotments Mgr |
| 201415-062 | 3431 | G&L Construction | 240.00 | PC | CT = Contract |
| 201415-063 | 3432 | Timpson | 22.00 | PC | FC = Finance Committee |
| 201415-064 | 3433 | JW Wardle | 73.20 | PC | LC = Legal compliance |
| 201415-065 | 3434 | SLCC Subscription | 147.00 | CT | LG = LGA 1972 |
| 201415-066 | UB0178 | BDWillis | 370.00 | PC | PC = Parish Clerk |
| 201415-067 | UB0179 | BCB - Grass cut x 2 | 1,344.00 | CT | RFO = Parish Clerk as RFO |
| 201415-068 | UB0180 | SCVHMC | 1,105.50 | CT | NP = Neighbourhood Planning |
| 201415-069 | UB0181 | Bowak Ltd | 41.40 | RFO | YY/NNN = Minute number |
| 201415-070 | UB0182 | Arrow Accounting | 465.68 | LC | |
| 201415-071 | UB0183 | Baywest | 1,046.00 | PC | |
| 201415-072 | UB0184 | Daniel Black Associates | 1,154.95 | NP | |
| 201415-073 | UB0185 | Temp street cleaner | 442.00 | CT | |
| 201415-074 | UB0186 | Street cleaner wages | 865.20 | CT | |
| 201415-075 | UB0187 | H Lewis | 13.50 | NP | |
| 201415-076 | UB0188 | Deputy Clerk Salary net | 910.96 | CT | |
| 201415-077 | UB0189 | Clerk Salary net | 1,022.08 | CT | |
| 201415-078 | UB0190 | Prudential AVC | 291.27 | CT | |
| 201415-079 | UB0191 | OCC LG Pensions | 738.51 | CT | |
| 201415-080 | UB0192 | HMRC Tax & NI | 1,204.30 | CT | |
| Total payments | | | 11,547.55 | | |

F14/036 Brinds Copse tree works: It was decided to take advice from SODC before proceeding.

F14/037 Virements. The virements shown in the appendix were approved. In the context of the Village Hall it was agreed that the committee would not support the cost of specialist theatre type lighting should that be proposed.

F14/038 Matters for future consideration.

Meeting closed at 20.15

Date of next Meeting: Wednesday 6 August 2014 at 19.30

Chairman: Dated:

Appendix

Virement proposals approved by Finance Committee meeting on 9 July 2013

The changes set out below are all within the total budget and are intended to ensure that spend by category is effected within financial regulations.

| N/C | Description | Budget now | YTD spend | Change (-) | New Budget | Reason |
|--------------|---------------------|------------|-----------|------------|------------|-------------------|
| 4340 | Play Area Equipment | 3000 | 0 | 2,000 | 1,000 | No spend expected |
| 4345 | Village Hall | 15,000 | 0 | 7,000 | 8,000 | Costs now 6,900 |
| Total change | | | | 9,000 | | |

| N/C | Description | Budget now | YTD spend | Change (+) | New Budget | Reason |
|--------------|---------------------|------------|-----------|------------|------------|------------------------------|
| 4201 | Grass cutting | 5,000 | 1,110 | 1,500 | 6,500 | Increased costs |
| 4210 | Hedges and Fences | 4,500 | 2,155 | 500 | 5,000 | Additional works Hazel Gdns |
| 4305 | Footpaths Maint'ce | 1,200 | 3,555 | 3,800 | 5,000 | Additional works from growth |
| 4335 | Arboricultural work | 1,500 | 0 | 1,500 | 3,000 | Allow for Brinds Copse |
| 4370 | Horticultural | 900 | 214 | 300 | 1,200 | Additional work |
| 4122 | Website costs | 950 | 810 | 150 | 1,100 | Cost increases |
| 4107 | Pension costs | 3,000 | 1,521 | 1,000 | 4,000 | Underestimated |
| 4125 | Office/Meeting/Rent | 2,600 | 827 | 250 | 2,850 | Extra space + meetings |
| Total change | | | | 9,000 | | |