

Ash-cum-Ridley Parish Council
Minutes of a meeting of the Finance Committee held on Monday 17 July 2017
in the Viewing Gallery of Ash Green Sports Centre commencing at 7.00pm

Present: Cllr V Ngwenya
Cllr M Brown
Cllr J Kelly
Cllr I Mann
Cllr P Nightingale

In attendance: Mrs A de Jager, Parish Clerk
Miss K Law, Assistant Clerk/Finance Officer

1. Apologies for Absence

Cllr Mrs Brammer

2. Minutes of Previous Meeting

The minutes of the meeting of 22 May 2017 were approved as correct and signed. PROPOSED: Cllr I Mann SECONDED: Cllr J Kelly and AGREED.

3. Parish Council

- 3.1 Current financial position – the Finance Officer took members through the reports advising that we currently have just over three times the monthly running costs in our General Reserves. The Ground Maintenance Reserve balance of \$4,936.00 is half of the actual cost of grass cutting costs. To date there have been no appeals for grants this financial year. Budget – income is ahead of budget due to the grant received for the Lunch Provision and income from the Burial Ground has been greater than budgeted for. Expenditure – the telephone/email expenditure is over budget as the contract was due for renewal and has been re-fixed for two years. Insurance is under budget and the Parish Council have entered into a three year fixed term agreement, so the budget will be reduced next year. The remainder of the budget is where it is expected to be with the exception of the Repairs & Maintenance – refurbishment of the electrics will be undertaken. The provision of the centre based Youth Group has been delayed and is expected to start in September. We will not raise an invoice to the Village Association until we have the scheme up and running. The Finance Officer highlighted relevant payments to members. It was AGREED that in light of the closure of Lloyds Bank in the village, that cheque payments to HMRC will be posted direct to them. In light of the ceiling of £85,000 protection of deposits at any one financial institution, it was AGREED that the Finance Officer will look into alternative provision to spread the risk and bring these to the next meeting.
- 3.2 Cllr J Kelly signed the current reconciled bank statements before the meeting commenced.
- 3.3 Cllr I Mann PROPOSED that Mr Lionel Robbins is appointed Internal Auditor for the Parish Council and Ash Green Sports Centre for the year

2017/18 with the addition of pensions to the Scope of the Audit.
SECONDED: Cllr V Ngwenya and AGREED.

4. Sports Centre

- 4.1 Current financial position – it was NOTED that the surplus of £11,500 includes the grant of £15,000 from the Parish Council. We are in a better financial position than the same time last year, due to increased revenue from room hire and an increase in membership. We currently have 4 times monthly running costs. The grant in the amount of £980.00 received for the repairs to the squash courts remains in Earmarked Reserves until the work is carried out. The Finance Officer took members through the budget reports and it was NOTED that memberships have increased due to university students returning for the holidays. Numbers of Junior Badminton members have reduced. The Sports Centre does not have a Facebook Page and it has proved impossible to contact Facebook to verify the Sports Centre as a business. The performance of the first quarter of this financial year, has been better than the previous two years.
- 4.2 Cllr J Kelly signed the current reconciled bank statements before the meeting commenced.
- 4.3 The Internal Auditors Report for the Sports Centre was RECEIVED and NOTED. Enquiries will be made with ACAS regarding overtime.

5. Date of Next Meeting

The next meeting of the Finance Committee will be held on 09 October 2017 at 7pm in the viewing gallery of Ash Green Sports Centre.

The meeting closed at 7.47pm