



Minutes of the Finance Committee Meeting Tuesday 6 October 2020

Via Zoom commencing at 9:00am

FC24 / 20 Attendance and Apologies for Absence

Attendance: Cllr Booth (Chairman), Cllr Buxton, Cllr Jacklin, Cllr Evans, Cllr Pike

In Attendance: R Davies (Clerk and RFO)

FC25 / 20 To approve the minutes of 6 October 20

The committee reviewed and **resolved to approve** the minutes of the meeting on 6 October 20. These will be signed by the Chairman of the committee in due course.

Matters arising from the minutes were as follows:

- COVID-19 costs are now split out on the budget report as per FC 16/20
- Budget assumptions were **resolved** by council as per FC 17/20
- Business travel is not included in the previous council insurance either. The committee requested the Clerk gain a price to add back to the policy and allow the committee to decide on the cost v's benefit

Cllr Evans joined the meeting at this point

FC26 / 20 Public Adjournment

There was 1 member of the public present.

Q: The agenda on the website refers to the financial papers, are these available?

A: The Clerk confirmed PART I papers were available on request prior to the meeting

Q: The borough will be consulting on the next full budget and it will be discussed in the public session. Is there any reason why the parish council's budget is to be discussed in PART II?

A: Cllr Booth confirmed that some elements of the budget would come under confidential, however the assumptions upon which the budget will be drafted are already in the public domain, in PART I of the council meeting 13 October 2020

FC27 / 20 Council Finance Reports

The committee reviewed the budget report for 2019/20 and for to 30 September 2020. There were no questions or actions.

FC28 / 20 Capital Expenditure Requests and updates

The Clerk confirmed that the quotations required for the two projects currently being scoped were not available in time to be considered at the meeting and would be brought forward to the meeting in January 2021.

The Clerk confirmed to council that the IT renewal project had come in higher than expected at £2645 vs £2500. This was due to the limited supply of laptops due to the COVID-19 requirement for more people to work from home.

FC29 / 20 Any other business

There was no further business brought forward.

FC 30 / 20 Dates of Future meetings

Next finance meeting is the 12 January 2021 for the final budget.

The chairman closed Part I of the meeting and as no members of the public were present, proceeded with the Part II closed session.