

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 24th SEPTEMBER 2019
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs. K. Greenway, J. Heaton (Committee Chairman), J. Spencer and P. Woodall

In attendance: Mrs Holcombe (Clerk and Responsible Financial Officer) and Mrs O'Connell (Deputy Clerk)

19205 Apologies for Absence
Cllrs Hastings, Knight and Thompson

19206 Declarations of Interests
Members were reminded that should interests arise during the meeting they should be declared at that time.

19207 Public Session
None

19208 Minutes of the Meeting of the 25th June 2019
RESOLVED that the Minutes of the meeting of the 25th June 2019, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

19209 Matters Arising from the Minutes
None

19210 Reserves
A copy of the reserves had previously been circulated. Members discussed the reserves and asked that the tractor/garage ring-fenced reserve was just called tractor fund.
RESOLVED to approve the Council's reserves.
ACTION the Clerk to change the name of the ring-fenced reserve for tractor/garage fund to tractor fund.

19211 Model Financial Regulations update from NALC
A memo had previously been circulated to members. Members agreed that the current Financial Regulations should be amended to reflect the update from NALC.
RESOLVED to approve the NALC update is applied to the current Financial Regulations.



LOTTERY FUNDED

19212 Draft Budget – 2020-2021

The Clerk had previously circulated the first draft of the 2020-2021 budget to members. The Clerk explained the proposed draft budget and members went through the cost centres. Members asked that cost centre 8 was just called bins. Members agreed to the first draft of the 2020-2021 budget. This will be considered again by Council in October. The final budget will be brought before the committee in November for recommendation to Council in December.

RESOLVED to agree the first draft of the 2020-2021 budget.

19213 Hall Charges 2020 - 2021

The Deputy Clerk circulated the proposal to change regular user hire charges from April 2020 to make the charging system less complicated and in line with other halls/community centre charges. An annual review of all hall and field hire charges was agreed. Members also agreed that requests for discounts will require a written letter annually to the Council for the Council to agree. Members agreed to recommend to Council the proposed changes. The Deputy Clerk would inform all hall users of an increase to the charges in advance of the changes.

RESOLVED to recommend the proposed regular user hire charge changes to Council, along with an annual review of all hall and field hire charges and discounts to be considered if a written request is sent to the Council for approval.

19214 Bersted Parish Council Expenditure

A copy of the expenditure had previously been circulated to members. The Clerk explained the budget is where it should be at this time of year.

RESOLVED to approve the Council Expenditure so far this year.

19215 Correspondence

Notification from the Approved External Auditors, Moore Stephens, that they have changed their name to Moore.

19216 Urgent Matters

None

There being no further business the Chairman closed the meeting at 20:19

Signed Chairman of the Committee Date



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