

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

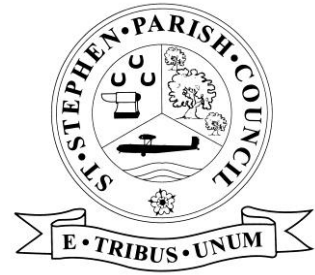
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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Present: Councillors Dorothy Kerry Martin Doyle Eileen Whittaker
David Parry Bill Pryce

Also Present: Cllr Ajanta Hilton, Sue Hake, Clerk, Isabel Crozier, Assistant Clerk

Finance Committee Meeting

Held on **Thursday 3 December 2020** at **7.30pm**

Via **Remote meeting**

2021/FC/031 To receive and accept apologies for absence
Apologies received from Cllrs Berriman and Fisher

2021/FC/032 To receive declarations of interest and dispensations
a) To receive declarations of interest from Councillors on items on the agenda
b) To receive written requests for dispensations for declarable interests
c) To grant any requests for dispensation as appropriate
Cllr Parry declared an interest as Vice Chair to Abbeyline Community Rail Partnership, in reference to the grant request

2021/FC033 To confirm the minutes of the meeting held on 8 September 2020, NB 29 October meeting postponed to 3 December 2020

Resolved: Cllr Pryce proposed confirmation of the minutes of the previous meeting held on 8 September, Seconded Cllr Doyle

Votes in favour: unanimous

Motion Carried

2021/FC/034 Public Participation – to receive petitions, comments and questions
To welcome public participation in accordance with the Public Speaking Policy
No members of public attended

2021/FC/035 To consider grant & discount applications

a) Abbeyline Community Rail Partnership

Resolved: Cllr Pryce proposed an amount of £250 subject to providing a covering letter to explain the financial reason for the decision this year, seconded Cllr Whittaker

Votes in favour: 4 in favour 1 abstention

Motion Carried

b) Mr Hawkins-Coaching programme

Resolved: Cllr Kerry proposed no funding is made to an individual applicant, seconded Cllr Parry

Votes in favour: Unanimous

Motion Carried

c) St Lukes Christmas tree lighting

Resolved: Cllr Kerry proposed £150 as a one off contribution, seconded Cllr Parry
Counter proposed Cllr Pryce proposed no contribution is made, seconded Cllr Whittaker
Votes in favour of the counter proposal 2, against 3

Votes in favour of original proposal: 3 in favour 2 against

Motion Carried

d) Frogmore Cricket

Resolved: Cllr Parry proposed the discount is given in full subject to receiving notification of the funds raised and confirmation of funds passed to the Charity, seconded Cllr Doyle

Votes in favour: unanimous

Motion Carried

2021/FC/036 To note external audit report
Noted

2021/FC/037 Electronic banking update

Electronic payments are continuing to be made

Action: Clerk to re-circulate the memorable password to enable all Finance Committee members to complete email verification to be able to complete authorisations

Resolved: Cllr Parry requested a change in system processes and amendment to policies to raise payments twice monthly and subsequently report payments retrospectively to Full Council, seconded Cllr Kerry

Votes in favour: Unanimous

Motion Carried

2021/FC/038 Update on bad debt

The Clerk gave a verbal report on the agreement to clear the outstanding invoice debts over 4 additional payments between December 20 and March 21 to those currently being made by one of the centre hirers.

Cllr Kerry thanked the Clerk and staff extensively for all of the work to manage the finances in the current year.

2021/FC/039 To note revised budget forecast to end of year

Noted

2021/FC/040 To consider budget proposals

The Clerk previously circulated the notification from St Albans District Council the Council Tax base had been reduced by 6371 that would mean the council would receive £6477 less than the previous year.

Cllr Parry confirmed the preference to keep the Precept increase below 10%

The initial version of the draft budget 21-22 was considered and discussed.

Actions: The Clerk was asked to look at increasing the budgeted income level thought to be over pessimistic and make possible reductions for salary costs, security, cleaning, payroll, insurance of events & discuss the IT contract with Cllr Yates to identify if further savings could be made.

At the end of the discussion the committee confirmed the preference to aim for a Precept increase to be no higher than 7-8%

The Meeting closed at 9.51pm