

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

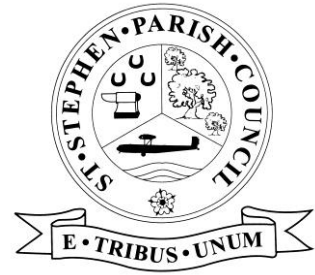
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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Minutes of Finance Committee Meeting

held on Thursday 24 June 2021 at 6.45pm

at St Stephen Suite, Parish Centre, Station Rd, Bricket Wood

Present: Councillors, Wendy Berriman, Dorothy Kerry, David Parry, Bill Pryce, Mark Skelton, Eileen Whittaker, David Yates

Also present, Sue Hake, Clerk

2122/FC/001 To elect a Chair for the Finance Committee for 2021-22

Resolved: Cllr Parry proposed nominating Cllr Kerry to be Chair of Finance, seconded Cllr Berriman

Votes: in favour: Unanimous

Motion Carried

2122/FC/002 To receive and accept apologies for absence
Cllrs Martin Doyle

2122/FC/003 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

None received

2122/FC/004 To confirm the minutes of the meeting held on 1 April 2021 &
To confirm the minutes of the meeting held on 28 April 2021

Resolved: Cllr Pryce proposed confirmation of the minutes for the meeting held on 1 April 21, seconded Cllr Parry

Votes: in favour 6, abstained 1

Motion Carried

Resolved: Cllr Parry proposed confirmation of the minutes for the meeting held on 28 April 21, seconded Cllr Pryce

Votes: in favour 6, abstained 1

Motion Carried

2122/FC/005 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

No members of the public attended

2122/FC/006 To consider grant & discount/grants

a) Hanstead Wood grant application-to be covered in Full Council meeting

b) To discuss the School books grants (previously agreed 22 April Full Council)

Cllr Pryce gave an update on the £75 grant agreed to each primary school.

Action: Cllr Pryce to obtain and provide bank details for the payments to be made by the Clerks and request the schools inform the Parish Council which books have been purchased.

2122/FC/007 To consider and agree hire rates

Start a process to review hire rates for centres, storage grounds and sports pitches

Action: Councillors requested the Bookings Manager provide information and the charge formula previously suggested, cost of sports bookings to level of income received by 1st September and a detailed comparison report with other Parish Councils in 2022.

- 2122/FC/008** To consider and agree actions from the Internal Audit Report
The Internal Audit Report and response to recommendations were noted.
- 2122/FC/009** To Agree the End of Year Management Accounts for 2020-21 and ii Annual Return figures for the AGAR
The end of Year Management Accounts for 2020-21 and Annual Return were discussed and agreed.
Resolved: Cllr Pryce propose agreement of the EOY Management accounts and Annual Return, seconded Cllr Parry
Votes in favour: Unanimous **Motion Carried**
- 2122/FC/010** To consider the revised budget forecast for 2021-22 and agree on any actions
The Clerk reported the budgeted income forecast was confirmed to be on target by the Bookings Manager.
- 2122/FC/011** To consider lease agreement reviews
GWP LTA, Prk St Sports & Social Club, SS Gardening Club, Café-ongoing
Cllr Yates declared and interest relating to the GWP LTA.
Action: A land evaluation needs to be completed to aid the consideration and review of the leases.
- 2122/FC/012** To consider CCLA a deposit account and investment for reserves not protected by FSCS
Action: It was agreed this should be looked into further as soon as possible and an invitation raised for a presentation to be made to the Council in July with the Chairs agreement, also Clerk to share fact sheets with the council.
- 2122/FC/013** Clerks Report
Cllr Skelton confirmed request to look into the non working clock at Chiswell Green.
No further items raised by the Clerk

The meeting closed at 7.28pm