



## **Minutes of the Finance and General Purposes Committee**

The Committee met at 8.00pm on **Monday 6<sup>th</sup> July 2020** holding the meeting via Zoom.

Councillor C Shaw chaired the meeting.

Present: Councillors C Shaw, A Sosin, V Chiswell, K Liley, B Kilvington, K Ronaldson, D Ronaldson, S Young and P Sadowsky

In Attendance: Clare Milligan, Clerk to the Council

### **272/20 Apologies for Absence**

No Apologies were received.

### **273/20 Declaration of Interests**

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non-Pecuniary Interests.

### **274/20 Minutes**

The minutes of the meeting held on 8<sup>th</sup> June 2020 were noted.

### **275/20 Public Question Time**

There were no members of the public present.

### **276/20 Clerk's Report**

1. Library Bins – The Clerk is still awaiting a reply. The Clerk will contact the City Council again.
2. Allotments within the Parish – The Clerk is still awaiting a reply. The Clerk will contact the City Council again.
3. Bus Shelter Gowers Avenue – The Clerk has received no reply from Essex Highways and so will now look into a new bus shelter.

### **277/20 Financial Transactions**

1. There were no amendments to the Expenditure for May 2020.
2. The Income as at the 30<sup>th</sup> June 2020 was **£6,682.23**.
3. The Expenditure as at the 30<sup>th</sup> June 2020 was **£43,042.54** (£40,522.10 Net).

The above items were proposed for acceptance by Cllr C Shaw, seconded by Cllr A Sosin and agreed unanimously.

All payments can be seen on Appendix A.

### **278/20 Financial Review**

A copy of the summary income and expenditure was circulated. The Clerk reported that as at the end of June 2020 the total expenditure stood at 24.5% and the total income at 45.2% of budget. The Clerk

explained that the income was high due to the fact that the first half of the precept had been received. The Clerk expressed concern over the loss of income from hall hires and so will produce a paper for the next F&GP meeting looking at how much has been lost comparing it to the previous year. The Clerk will also look at cemetery income and compare that to the previous year. An updated cashflow report will also be produced. The review was accepted and agreed.

**279/20 Terms of Reference**

A discussion took place and it was proposed with the addition of an extra point being added after point 5 the Terms of Reference were approved. The extra point will read as follows:

To oversee and approve any large payment for any committee, considering the impact on the Council cash flow.

Proposed by Cllr C Shaw, seconded by Cllr A Sosin agreed unanimously.

**280/20 Hall Hire Fees**

The Clerk previously circulated the fees sheet for the hall and it was agreed that the whole form was confusing and needed to be redesigned.

The Clerk will have the Assistant Clerk undertake this and will bring the item back to the August joint Council and F&GP meeting.

**281/20 Matters for information**

1. Cllr A Sosin advised that the rates and fees were due to be looked at. The Clerk will look into this and bring back to the September F&GP meeting.

There being no further business the meeting was closed at 8.44pm.

Signed.....Chairman..... Date