

MINUTES OF THE CHINEHAM PARISH COUNCIL FINANCE COMMITTEE

DATE: 11 January 2021

TIME: 6.15pm

PLACE: Meeting held remotely via Zoom

PRESENT: Cllr. Les Fryer (Chairman)
Cllr. Andy Clarke
Cllr. Luke Williams
Sally Jackson (Clerk)

1. To elect a Chair and Vice-Chair.

Cllr. Andy Clarke proposed and Cllr. Luke Williams seconded a motion that Cllr. Les Fryer be nominated for the position of Chairman and Cllr. Fryer was duly elected. Cllr. Luke Williams proposed and Cllr. Les Fryer seconded a motion that Cllr. Andy Clarke be nominated for the position of Vice-Chair and Cllr. Clarke was duly elected.

2. To receive and accept apologies for absence.

No apologies were received.

3. To sign as a correct record the minutes of the meeting held on 13 January 2020.

It was acknowledged that the minutes of the meeting held on 13 January 2020 would be signed as a correct record.

4. To receive declarations of interest relevant to items on this agenda

No declarations of interest were received.

5. To agree to recommend the 2021/22 precept request to the Full Council.

It was agreed that the Finance Committee would recommend a precept request of £38,450 to the Full Council. It was acknowledged that this figure is slightly lower than that used in the recently agreed budget calculations as the Tax Base figures have now been circulated by Basingstoke & Deane Borough Council. This precept request equates to a contribution of approximately £12.38 per annum for a typical Band D property keeping it in line with last year's contribution.

6. To note the third quarter accounts (1/4/20 – 31/12/20).

The third quarter accounts to 31 December 2020 were noted.

7. To note that the third quarter bank reconciliation and original bank statements will be verified and signed (1/10/20 – 31/12/20).

It was noted that the third quarter bank reconciliation and original bank statements (1.10.20-31.12.20) would be verified and signed in due course.

8. To agree to recommend the appointment of an Internal Auditor and the scope of their work for the year ended 31 March 2021.

It was agreed that the Finance Committee would recommend the appointment of Mr John Long as the Internal Auditor for the year ended 31 March 2021 and that the scope of his work should be as outlined in the draft engagement letter.

- 9. To agree to recommend that the Parish Council sets a maximum limit of £1000 per S.137 grant application unless there are exceptional circumstances and unanimous agreement.**

Cllr. Fryer outlined his motion and following a discussion it was acknowledged that this would not be formally recommended to the Parish Council by the Finance Committee.

The meeting closed at 6.45pm

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Chairman