

HERNE & BROOMFIELD PARISH COUNCIL

Parish Office, Herne Centre, St Martin's View Herne, Herne Bay, Kent CT6 7AP

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Minutes of the meeting of Herne & Broomfield Parish Council Finance & Resources Committee held remotely via Zoom on Thursday 24th September 2020 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Harvey, Cllr Blatherwick, Cllr Collins, Cllr Cheeseman

Not present: Cllr Hill

19/20	Election of Chairman & Vice Chair. Cllr Harvey was elected as chairman and Cllr Collins as Vice Chairman.
20/20	Apologies for absence. None.
21/20	Declarations of Interest and dispensations requested. None.
22/20	The minutes of the meeting held on 7th May 2020, were agreed as a correct record.
23/20	Matters Arising. The clerk reported that she had not yet heard from the District audit.

Public adjournment

To allow members of the public to speak about items on the agenda.

No members of the public

24/20	To discuss expenditure against budget to 31st August 2020. (Circulated) The clerk reported that most items were on budget the expenditure for Insurance was over by £16.95 and the Office expenditure is over budget this is due to the setting up of a new web site etc. The interest from funds is higher than predicted and the Concurrent Function was £788.
25/20	To go through earmarked reserves. The clerk went through the earmarked reserves. The clerk went through the earmarked reserves. All reserves are healthy.
26/20	To discuss the annual budget for 2021-22. The clerk had put together some draft figures for next years budget and certain income items were discussed the probable reduction of Concurrent funding and interest and there was also uncertainty regarding the Community Centre income and newsletter advertising. With regards to expenditure the figures for Community Centre aren't known yet as the new contract is currently under negotiation, the clerk suggested that the training budget should be increased also the salary budget as the assistant clerks hours will increase to full time and it is likely that the parish council will need to employ someone to deal with media etc as well as employing someone else for the office when the clerk is coming up for retirement. It was suggested that the Parish Plan reserve should be renamed Parish/Neighbourhood Plan. The clerk explained that the audit costs wouldn't be known until the latest invoice had been received. The clerk thought there should be an ongoing amount going into the professional advice fund, as this had proved to be useful, The clerk would look at previous figures to see what % impact any increases in precept are likely to have, there were new properties in the parish and these would be contributing to the precept. Once some of the unknown figures were available a Finance meeting to discuss the budget would be held. This is likely to be the end of October early November.

Meeting closed 8.30pm