

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the next meeting of Herne & Broomfield Parish Council Finance & Resources Committee held at Wootton Room, Herne Mill, on Tuesday 6th May 2014 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Robert Jones, Cllr Day, Cllr Hobbs, Cllr Moore and Cllr Harvey.

Not present: Cllr Blatherwick

11/14	Apologies for absence received from Cllr Blatherwick.
12/14	Declarations of Interest and approval of dispensations requested. None received
13/14	The minutes of the meeting held on 30 th January 2014 were agreed as a correct record.
14/14	Matters Arising. None

Public adjournment

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

Name and address to be given

None present

15/14	Expenditure against budget from April 2013 – March 2014 and look at reserves. The chairman went through the figures and answered any questions raised regarding the figures. Income was higher than predicted with more funding being accessed through grants and donations and higher income from Community Centre. Expenditure was higher than predicted mainly due to the funds spent from earmarked reserves. The general expenditure was on budget.
16/14	To discuss auditor's report for the quarter. A copy had been distributed to all members and everything was found to be in order. Kevin did raise the subject of HMRC stating that councillors and chairman's allowances were taxable.
17/14	To discuss the Annual Statement of Accounts, Annual Governance Statement and Statement of Internal Control before it goes to full council for approval. All were approved and will be recommended for approval by full council.
18/14	To discuss Members/Chairman's allowance. HMRC have stated that any councillor getting an allowance needs to be listed as an employee on the payroll and will have to provide all the necessary details for this. The chairman's allowance could be administered by the clerk on payment of receipts submitted. The issue of allowances is more difficult as members could claim expenses on submitting receipts but it appears if they claim an allowance it will be taxable and they will need to go on the payroll and if employed or retired would need to complete an annual self assessment form for HMRC. The clerk suggested this item should be an agenda item for the June meeting of the full council. All members will need a dispensation to discuss.
19/14	To discuss banking arrangements. Kevin raised the issue as to whether pc was covered if bank should go down a response from Paul Clayden has been received, he stated that the Financial Service Compensation Scheme gave protection. Cllr Moore suggested that any amounts over the £85,000 figure should be transferred into another

	account to spread the risk. The clerk will look into the options and try and get the information as soon as possible without perhaps actually having to open another bank account as the high street banks were a nightmare to deal with due to the fact that they didn't do anything specifically for parish councils unlike Co-Op and Unity banks.
20/14	Members' questions/reports and any correspondence received. Cllr Moore asked if members could have prior notification of a meeting in case they wanted something on the agenda.

Meeting closed 8.25pm