

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the meeting of Herne & Broomfield Parish Council Finance & Resources Committee held at Wootton Room, Herne Mill, on Tuesday 8th November 2016 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Harvey, Cllr Wells, Cllr Taylor and Cllr Mitchell

Not present; Cllrs Blatherwick and Davis

26/16	Apologies for absence , received from Cllr Davis and Cllr Blatherwick
27/16	Declarations of Interest and dispensations requested. None, the clerk told members that she understood that it was not now necessary for a dispensation to speak about the precept.
28/16	To agree the minutes of the meeting held on 25 August 2016. These were agreed.
29/16	Matters Arising The clerk told members that the tender was ready but there have been issues with getting it onto the government site to advertise it, this is currently being worked on.

Public adjournment

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

Name and address to be given

None present

30/16	To discuss the internal audit report. To discuss appointing Lionel Robbins, a new auditor to replace Kevin Funnell who is retiring. All members had received a copy of the audit report and all was in order. Lionel had sent through details of his credentials which the clerk read out. He has quoted £50 per hour, where we currently pay a fixed amount. It is hoped that after the first couple of audits they will be completed within an hour. Members agreed to recommend appointing Lionel Robbins as the internal auditor.
31/16	To discuss expenditure against budget from 1st April to 30 September 2016 and look at reserves. The clerk went through the figures and everything was more or less on budget, grants and donations were higher than predicted, the expenditure is on budget.
32/16	To discuss the budget for 2017-18 The draft budget was discussed, the clerk went through the figures for 2017-18, attached. It was agreed to recommend this budget to full council, the precept will increase by £4,379 an estimated increase of about 2%. It was agreed to increase advert costs from April 2017 from £60 to £65 plus VAT for an 1/8 page for 4 editions.
33/16	To discuss the funding left in the earmarked reserves for the underpass. The clerk suggested that what was left in this reserve £183.69 be offered to City Cllr Robert Jones for the anti graffiti coating, in the underpass. It was agreed to make the amount up to £200.

Meeting closed 8.40pm