



MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 31ST AUGUST 2021 HELD IN THE JOHN BANKS HALL, MARDEN MEMORIAL HALL COMMENCING AT 7.30PM

013/21 PRESENT

Cllrs Adam (in the chair), Boswell, Gibson, Stevens, Tippen and Turner were present. Cllr Burton, the Clerk and one member of the public were also in attendance.

014/21 APOLOGIES

There were no apologies.

015/21 APPROVAL OF PREVIOUS MINUTES

The Minutes of the Finance Committee meeting held on 29th June 2021 were agreed and signed as a true record.

016/21 PARISH COUNCILLOR DETAILS

Declarations of Interest

There were no declarations of interest.

Granting of Dispensation

There were no requests for dispensation of any item on this agenda

017/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Member of the public did not wish to speak on any item.

018/21 INCOME AND EXPENDITURE BUDGET REVIEW

Income and Expenditure to 31st August 2021

The Clerk had circulated the income and expenditure together with the budget breakdown to all Cllrs prior to the meeting for all financial transactions up to 31st August. Cllrs reviewed the budget headings where the set budget had been exceeded. These included:

Hall hire: due to Covid restrictions the usual free venues were unable to be used and Cllrs agreed that these were still too small to accommodate Cllrs and members of the public. It was proposed, and agreed, that the Council would continue to meet in the Old School Room from 7th September. The Clerk was requested to undertake risk assessments for both the Parish Office and The Allens to ascertain whether these venues could be returned to and report back to Full Council.

Vehicle Leasing: It was proposed at the budget meeting for 2021/22 that a balloon payment would be ringfenced as it was understood that this could be made in July to release the Parish Council from its lease agreement. Subsequently, on receiving details from the leasing company, this was not the case and it had been agreed that the lease would be extended until such time that the vehicle could be sold. Therefore, it was proposed, that the money ringfenced would be moved to the Vehicle Leasing budget to cover the monthly payments for the remainder of this year.

Amenities Committee Request

The Amenities Committee had requested that the Finance Committee consider a one-off payment for this financial year of £3,000 for the removal of spoil from the cemetery as this had not been budgeted for.

Cllrs reviewed in detail where this money could be moved from and it was agreed the following:

To use the remainder of the vehicle balloon payment; £300 from Citizens Advice budget as they had not yet returned to the village; £900 from Marden Neighbourhood Plan as it was

envisaged that any significant expenditure on this would come in future years; £521 from Cemetery maintenance; and £1000 from Youth (as Youth Club had not returned to using the Memorial Hall for sessions).

It was proposed that Cllr Barker would look into how much, on average, soil was taken from the graves each year and a quote would be obtained as to whether this would be a better option to having it removed annually rather than accumulate it over 5 years or more. The Clerk would provide details of burials to Cllr Barker.

019/21 NAT WEST BANK - MANDATE

The Clerk had obtained details of who was listed on the Nat West mandate and had tried to obtain forms for new Cllrs to sign. However, this had not been received prior to this meeting. The item would be placed on Full Council agenda when it was hoped the relevant forms would be received.

Cllrs requested the Clerk contact Unity Trust Bank as new Cllrs had not received information regarding logging on to internet banking.

020/21 INVOICES

The following invoices were put before Cllrs:

Electronic Payments

PKJ Littlejohn – External Audit £720.00

Alison Hooker (HSD Online) – Toilet Rolls £56.98

Pitney Bowes – Franking Machine Rental £15.54

The Purple Guide – Events Publication £30.00

Total: £822.52

Invoices were agreed for payment and Cllrs Stevens and Turner would authorise on Unity.

There being no further business the meeting closed at 8.17pm

Date:

Signed:

Cllr Richard Adam

Chairman, Finance Committee

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