



## **THURLASTON PARISH COUNCIL**

Clerk/Responsible Financial Officer: Elaine Foxon  
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### **FINANCE SUB COMMITTEE MEETING NOTES**

**HELD 7pm, Tuesday, 9<sup>th</sup> July 2019**

**Present:** Roni Tinsley (Chair) (RT), Paul Holyman (PH), Trevor England (TE), Elaine Foxon (Clerk/RFO) (EF)

**1) Quarterly Review 2019-20 Accounts** - Income and expenditure for quarter in line with budgets.

Actions:

Revised spreadsheet to be implemented with immediate effect - EF to progress.

**Proposal** - £500 Donation to Llys Andreas Trust to be incorporated within the July Full Council meeting accounts listing to assist with funding of the village Summer Camp.

**Decision:** Agreed. RT to recommend 'approval' to TPC via FSC Chair report to be presented 23<sup>rd</sup> July Full Council meeting. EF to incorporate in meeting account listing.

**2) Review of 3 year financial plan**

Item requested by TE for discussion.

Review of potential future costs (general inflation increases and potential 'other costs'), recreation ground project, impact on actual precept and comparables with other local Parish Council's within Blaby District Council undertaken.

**Proposal** - 20% increase to £18,000 for 2020-2021, 20% increase to £21,600 2021-2022.

**Decision:** Agreed. RT to advise TPC via FSC Chair report to be presented 23<sup>rd</sup> July Full Council meeting.

**3) Future meeting dates**

8<sup>th</sup> October 2019 - provisional income and expenditure budget and precept for 2020-21 to be prepared and presented to Full Council at October Full Council meeting.

PH on annual leave and TE annual leave around the same period, with Full Council meeting scheduled for school half term.

**Proposal** - Finance meeting 24<sup>th</sup> September TE/PH available to attend, with recommendation to 'move' October Full Council meeting to 22<sup>nd</sup> October.

**Decision:** Accepted. RT to advise TPC via FSC Chair report 'move' of Full Council meeting required to 22<sup>nd</sup> October 2019.

7<sup>th</sup> January 2020 - Accepted

24<sup>th</sup> March 2020 - Accepted - End of financial year review and provisional end of year accounts inc 'close' documentation.

**4) Exchange**

- (i) PH provided a quote in relation to removing/replacing the perimeter chain linked fencing within the recreation ground due to damage and general deterioration.

**Proposal** - Advise TPC for minimum 25mtrs repairs/works at a cost of £1000 to be undertaken with recommendation for the full 45 mtrs for £2000 to be approved.

EF advised BDC election fees allocated within the precept - underspend of £1400 to be 'moved' to general reserves to assist with unexpected costs.

**Decision:** Agreed. RT to advise TPC via FSC Chair report to be presented 23<sup>rd</sup> July Full Council meeting.

- (ii) EF advised First Aid Course costings in from 2 sources. Both similar pricing and course structure although one can be held within the Parish, the other is at a specific site, local to the Parish. EF advised funds can be made available for Parish Councillors to undertake this from the training budget, all other attendees MUST be self funding. Individual costs approx. £30.00 each.

**Decision:** RT to advise TPC via FSC Chair report to be presented 23<sup>rd</sup> July Full Council meeting. EF to place within 'correspondence to be discussed'

- (iii) EF presented pro forma invoice for rosettes for the Harvest/Scarecrow event in September. Funds have already been 'approved' via Full Council within the budget of 'community fund'. Cheque required prior to Full Council meeting for this specific item.

**Decision:** Agreed. Cheque signed. EF to send and advise MW.

- (iv) PH advised been in discussions with EF for 'position relevant 'progression/further certification as per annual appraisal detail. ILCA (Introduction to Local Council Administration Level 2 qualification) has been identified as a 'stepping stone' to eventually completing Level 3 CiLCA. Cost £99.00 + VAT.

**Decision:** RT to recommend TPC via FSC Chair report to be presented 23<sup>rd</sup> July Full Council meeting to support and enable progression.

**5) Date of next meeting:** Tuesday 24<sup>th</sup> September 2019 @ 7.00pm

Meeting closed @ 8.50pm.