



## **THURLASTON PARISH COUNCIL**

Clerk/Responsible Financial Officer: Elaine Foxon  
16 Cambridge Drive, Desford, Leicestershire, LE99JB

☎ 07873 229990 Email: [clerk@thurlastonparish.org.uk](mailto:clerk@thurlastonparish.org.uk)

### **FINANCE SUB COMMITTEE MEETING NOTES HELD via virtual platform (Zoom) 7pm, 5<sup>th</sup> January 2021**

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

#### **1) Evidence of reporting and minuting of bank balance Oct - Dec**

December bank statement to be circulated to all once received.

EF advised approximate 'actual' funds available as of end of December £10k with approx. with £1k to clear for January accounts with receipt of VAT return due within December bank statement detail.

#### **2) Quarterly Review 2020 - 21 Accounts**

Income and expenditure to date, spreadsheet circulated to all prior to mtg.

No issues. Budget on target.

#### **3) Precept 2021-2022**

EF advised the following:

Confirmation of provisional base rate from BDC confirmed and circulated to all.

Precept 2021-2022 presented and accepted by BDC for £25,500.00 as agreed by Full Council November 2020 meeting.

#### **4) VAT Claim and Process update**

EF advised VAT refund made for period: July - November 2020 £383.32 confirmation awaited on receipt via December bank statement when received.

Final VAT claim will be made for December - February in March 2021.

#### **5) Asset Register and Risk Assessment Review**

Copies circulated to all prior to meeting.

Review conducted.

Asset Register

**Decision:** Accepted. Present to Full Council, January 2021 meeting

Risk Assessment - Slight amends, EF to adjust.

**Decision:** Accept with amends. Present to Full Council, January 2021 meeting

#### **6) Exchange - Any advices, comments, questions raised in addition to the agenda items specified.**

PH advised Silver Jubilee trophy damaged whilst being engraved. PH progressing with engravers for new trophy with replacement award shields to maintain history of award.

#### **Meeting Closed 7.30pm**

Next Meeting 23<sup>rd</sup> March 2021.