



## FINANCE & STAFF COMMITTEE MEETING

Monday 20<sup>th</sup> January 2020 Tynning Room, Conygre Hall, 7:30pm

### MINUTES

Ref:	Minutes	Action
Present:	Josie Pownall (in the Chair), Stan Martin, Mary Anne Ansell, Ray Merchant, Jem Moore, Derek Wheeler and Chris Gittins (Clerk).	
Welcome and Apologies	The Chairman welcomed those attending. Janet Durk had recently resigned from the Parish Council.	
Declarations of Interest	None	
Minutes of last meeting on 23 <sup>rd</sup> Sept.	These were approved and signed as a correct record of the meeting.	
	<p><b>1. Consider recommendations from the Communications Committee</b> The Communications Committee proposed that to ensure the effective running of the Hub the role of the Hub Coordinator should be continued on a 2-year contract from April, and that the staff member should be offered to continue on the current terms and conditions. In addition, she is to be offered Staff Working from Home Costs of £150pa. Also, it was noted that the income from advertising in the Newsletter is expected as planned to cover all its costs of printing, editing and distribution. The budget of the Hub was reviewed noting that: For Year to March 2020 the total expenditure is expected to be £11,117 and income from sales of refreshments and printing etc. to be only £160, in spite of various efforts. For Year April 2020 to March 2021 the total expenditure is estimated to be £12,800 and income from sales of refreshments and printing etc. to be £300.</p> <p><b>2. Estimate PC expenditure and income for 2019/20</b> All budget items were considered, and it was noted that the total expenditure is expected to be £77,812 and income to be £80,409.</p> <p><b>3. Review the expected balances and reserves at the end of the year</b> The above will result in a balance of a surplus for the year of £2,597. This will result in Reserves in current and savings accounts of £40,277.</p> <p><b>4. Review fees and charges and consider a budget for 2020/21</b> All budget items for the year were considered and options proposed, especially regarding new high costs of youth services and the Hub, with the result that potential expenditure could be £83,817 and income from other sources £17,970. All options will result in a high loss in the balance for the year.</p> <p><b>5. Calculation of the amount to be funded by Precept for 2020/21</b> Options were discussed for the PC to decide on the balance of the costs and loss to be covered by reserves and the Precept.</p> <p><b>6. Report recommendations to the Parish Council.</b> On a vote the above were approved unanimously and will be recommended to the Parish Council on 3rd February.</p>	Clerk

There being no further business the Chairman closed the meeting at 9.40 pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_