

Minutes of The Finance Committee held at The Rackliff Centre on

Thursday 2nd September 2021 at 7.30 pm

Members Present:

Cllr M O'Callaghan (MO), Chairman; Cllr D Funnell, Vice-Chairman; Cllr Liz Ellicott (LE), Cllr B Edwards (BE) and Cllr A Britcher – Allan (ABA)

Officers Present:

Mr K Watson (KW) and Ms Linda Neusten (LN)

Members of the Public:

One

1. Enquire whether anyone present intends to film, photograph and/or record the meeting

No-one present intended to film, photograph and/or record the meeting

2. To receive and approve apologies for absence

None

3. Declarations of Personal and Prejudicial Interests

None

4. Declarations of Lobbying

None.

5. Minutes of the meeting held on 21st July 2021

These were agreed, and it was **RESOLVED** that the Chairman signed them as a true record

5.1 Matters outstanding from these minutes (not listed as separate agenda items):

None.

5.2 Matters outstanding from previous minutes:

None

6. Open session for questions from the public:

None.

7. Budget and Precept 2021/2022

i. Quarterly review of expenditure against budget was completed. It was noted by Cllr O'Callaghan Stationery and Postage was over-budget. Officer Watson advised this was due to bulk purchase of photocopying paper and 1st class stamps to negate longer term costs.

ii. Cllr O'Callaghan advised the over-expenditure in the last quarter for Publications was largely down to the £300 one-off cost for the additional Budget Consultation page in the latest edition of the Rusthall Life. Officer Watson advised production costs for Rusthall Life have increased which may lead to over-budget spend before the end of the financial year. Cllrs Edwards and Ellicott completed a review of the August Receipts and Payments.

iii. Cllr O'Callaghan confirmed the Budget Consultation 2022/2023 had been launched with promotion via social media. He plans to locate "ballot" type boxes in key locations to encourage residents to complete and return the consultation questionnaire. Cllr Edwards thanked Cllr O'Callaghan and Officer Watson for their efforts.

8. Budget and Precept Planning 2022/2023

Officer Watson is due to meet Chris May, Responsible Financial Officer for Speldhurst Parish Council next week following which a date for the next Finance Meeting will be convened. It was agreed a new budget and Cost Centre for Environment will be created for 2022/23 following a request from Cllr Britcher-Allan. **Action: KW please note.**

9. Fixed Assets Review – Officer Watson

Officer Watson advised a review of the Council Fixed Assets will be completed shortly with any items valued less than £250 removed in accordance with previous agreement through Full Council. **Action: LN please complete.**

10. AGAR (Annual Governance and Return) 2020/2021 update – Officer Watson

Officer Watson was pleased to report external approval for our AGAR 2020/2021 has been received from Littlejohn LLP with no adverse comments.


11. Hampshire Trust Bank update - Officer Watson

Officer Watson confirmed the Council's new savings account has been opened with an initial deposit of £60,000.

12. Items for Information

None.

The meeting closed at 825pm


..... Chairman
Dated .. 2/12/2021