

Bassingbourn-cum-Kneesworth Parish Council

Minutes of Finance Committee Meeting held on 7th January 2020

Committee Members Present : Cllrs Sams (Chairman), Douglass, Hallett, Hodge, Leith and Spenceley.

Also Cllrs Catherall, Dixon, Geraghty, Hirtzel, Oakley and White. Mrs V Tookey was in attendance as Clerk and Mrs B Isherwood as RFO.

1	Apologies for absence were received from Cllr Ridsdale due to work commitments.	
2	Declarations of Interests relating to items on the agenda and dispensations – Cllrs Hodge and Hallett for item 4.2 re Book Café.	
3	Minutes of Finance Committee Meeting held on 3rd December 2019 were signed as agreed. Proposed by Cllr Douglass, seconded Cllr Leith.	
4	<p>Financial Matters:-</p> <p><u>4.1 RFO Report</u> The RFO was pleased to report that the years payments and income from April 1st, 2019 had all now been entered on the accounting package "Scribe". She presented two reports summarizing receipts and payments to date. The RFO was thanked for her efforts to complete this work.</p> <p><u>4.2 Authorisation of Payments</u> The list of payments had been previously circulated by the RFO. Cllr Douglass proposed payments totalling £4034.34 be authorized and this was seconded by Cllr Hodge. The Committee unanimously agreed. The RFO also confirmed that the Unity Trust electronic banking system was now up and running.</p> <p><u>4.3 Indemnity Form re S106 funding</u> The Indemnity form regarding S106 funding emanating from the Cala development had been received. On the proposal of Cllr Douglass, seconded Cllr Oakley it was unanimously agreed that this be signed. Committee further agreed that the RFO could now issue a purchase order for the equipment for the Elbourn Way play area.</p>	BI VT
5	<p>Precept Setting</p> <p><u>5.1 Consideration of draft Precept for recommendation to full Council</u> The RFO had circulated an updated draft precept. Following further discussion, it was unanimously agreed that the Committee recommend setting a precept for 2020/2021 of £98,000 (Ninety-eight thousand pounds). Proposed by Cllr Sams and seconded by Cllr Hodge. The deadline for SCDC receipt of precept is the 22nd January.</p>	ALL
6	<p>Financial Queries from an Elector Clerk had received a series of queries from an elector and had formulated a response. Committee had been previously circulated with the response and agreed that it now be sent.</p>	VT
	<p>There being no further business the meeting closed at 9.20 pm</p> <p>Signed 4th February 2020</p>	

Date of Next Meetings: –

Finance : Planning:- 2020 - 4th February; 3rd March; 7th April; **APM : 28th April**; 5th May; 2nd June; 7th July; 4th August; 1st September; 6th October; 3rd November; 1st December.

Clerk to Parish Council
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Amenities Committee :**2020** – 12th February; 11th March; 8th April; **APM : 28th April**; 13th May; 10th June; 8th July; 12th August; 9th September; 14th October; 11th November; 9th December.

Main Council:- **2020** – 18th February; 17th March; 21st April; **APM : 28th April**; 19th May (plus Annual Meeting); 16th June; 21st July; 18th August; 15th September; 20th October; 17th November; 15th December.