

Chair: Sandra Clarke
Vice Chair: Angela Lambard
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**MINUTES
OF
MEETINGS
2012-13**

3rd JULY 2012 – Hickling Methodist Church

MEETING OF THE FINANCE COMMITTEE

PRESENT AT THE MEETING

Councillors: S. Clarke (Chair), P. Berrie. Mr. S. Williamson (Responsible Financial Officer)

The meeting commenced at 6.30 p.m

1: APOLOGIES FOR ABSENCE

The three members of the committee were all present

2: BUDGET REVIEW 2011-12

Committee considered the budgets against expenditure for the year 1st April 2011-31st March 2012, bearing in mind that a totally new Parish Council took over in the May 2011 elections. It was found that most budget predictions (made by previous Council) had been exceeded slightly, but with large additional expenditure on certain items, notably Clerk salary, and election expenses for which no allowance had been made. Mr. Berrie noted that the previous budget had predicted a surplus of £1,412.00 whereas the year ended with a deficit of £5,910.00. On the Clerk salary issue it was noted that the necessity of employing a temporary Clerk for some five months, and the natural additional time needed by the new Clerk during the settling in period, as well as several additional meetings, accounted for budget being exceeded. *Note: A copy of the spreadsheet and the accompanying notes will be placed within the Minute Book*

3: BUDGET FOR 2012-13

Committee then moved on to discuss budget figures prepared by the Chairman and reviewed the amounts allocated, making one addition and one subtraction from the figures. The income prediction stood at £25,041.81 and by the end of June £19,284.45 had been received. It was agreed that with the second half of the Precept yet to be paid, and other smaller amounts still expected, this prediction appeared to be on target. It was further noted that the expected income from the projected sale of the mower had not been included and this would boost the income above the expected amount. On the expenditure, the initial outgoing predictions totalled £41,390.00, however this figure was adjusted (*see above*) to £41,940.00. Expenditure to the end of June 2012 (First Quarter) amounted to £3,822.71. It was further pointed out that whilst the projected mower sale had not been included on projected income, the resulting expenses of grounds maintenance and service, insurance and fuel costs had been included on outgoings. Committee agreed that at the year end (March 31st 2013) the Council may show a deficit of £16,348.19, however many of the outgoings could only at this stage be approximations and it was hoped this figure could be bettered. *Note: A copy of the spreadsheet will be placed within the Minute Book*

The meeting closed at 7.05 p.m. Sealed tender bids for the mower were opened (see main Minutes)

*Signed after agreed amendment and approval by
Council as being a true and accurate record by the
Chair of the meeting or authorised deputy*

Dated: