

BRAMPTON PARISH COUNCIL

CHAIRMAN: J P Chitty OBE MA CEng



A Meeting of the Finance Committee was held on **Wed 11 March at 7.15 pm** at **The Community Centre, High Street, Brampton 7.15pm.**

Present: Mike Bainbridge, Chairman, (JMB), Simon Jordan, (SJ), Nigel Maggs (NM), Alan Mellor, (AM), Elizabeth Ruston, (ER). Tess Rogers, Clerk

1. To Receive Apologies.

John Childs, Jon Chitty, Mike Shellens

2. Declarations of Interest

None

3. To receive and approve the minutes of the meeting held on the 20 Jan 2020.

It was resolved to accept the minutes as being a true reflection of the meeting.

4. To receive an update about the progress of resolutions from the last meeting.

4.1 Item 17 The clerk had received a quote of between £2,000.00 and £2,500.00 from Leeds Day to undertake the land transfers on the take over of the Lady Olivia Centre. An alternative quote is being requested from the solicitors Adlams, who are currently having difficulty in obtaining the necessary information in order to provide this. MS said he would take steps to speed up this process. MS not present to update.

4.2 All other actions have received the appropriate attention

5. To receive and approve Jan payments and note receipts.

The receipts were noted. ER proposed approval of the payments, AM seconded. All in agreement.

5.1. Revenue Receipts: £5.5K

5.2. Capital Receipts: £0

5.3. Revenue Payments: £23K

Significant:

Pensions: £684.04

B & H Digital £1,227

Ethos Communications £429

NRM Plumbing £794

Pettitt Sports £2,190

Zurich Insurance £425

Arthur Ibbott £716

Richardsons Tree Surgery £3,000

Salaries: £7,537

Contractor – grounds: £1,718

Inland Revenue: £1,843

5.4. Capital Payments

Ben Burgess £29,565.00

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6. Bank balances as at 31 Jan 2020.

		% Interest	31-Dec-19 £
Cash Book 1: B of I Current Acc:	59,880.41	0.00	89,985.43
Cash Book 2: B of I Deposit Acc.	542,474.81	0.00	559,474.91
Total	602,355.22		649,460.24

Brampton Parish Council - Investment

		Est yield/ % Interest	<u>Liquidity</u> <u>timescale</u>	£
Cambridge Building Society	86,261.69	0.75	90 days	85,619.54
Cambridge and Counties Bank	85,947.55	1.40	60 days	85,947.55
Total	172,209.24			171,567.09

Overall	774,564.46		821,027.33	
Remaining Precept Expenditure	-41,947.00	3 of 6 mth	-62,920.50	3 of 6 mth
Net	732,617.46		758,106.83	

CIL Income to 31 Mar 2018 (started 14/15)	40,877.62		
CIL Income 16 Apr 2018	48,567.58		
Cil Expenditure to 31 Mar 2018	-14,617.42		
CIL Income Oct 2018	98,508.16		
CIL Income Apr 2019 (Oct 18 - Mar 19)	159,551.86		
Cil Expenditure to Apr 2019 to Mar 2020	-5,750.00		
CIL Expenditure Artificial Cricket (CIL not yet in)	-8,500.00		
CIL Income 22 Oct 2019	93,587.94		
CIL Expenditure 19.12.19 Fit out of LOC	-57,042.80		
CIL Expenditure 19.12.19 Deposit on Tractor	-2,737.50		
CIL Expenditure 15.01.20 Final tractor payment	-29,565.00		
Sub Total as at 31 Dec 2019	322,880.44		Included in bank balances above

7. Income and expenditure to 31 Jan 2020.

Income and expenditure – Balances were accepted.

8. Interest Rates and Capital Investment.

No action to be taken at present.

9. VAT – To discuss the proposal as received from Elysian Associates.

Following receipt of the final advice from Elysian Associates it was agreed to recommend to the parish council at its meeting on the 18th March for the parish council to become VAT registered.

10. CIL report.

10.1 No changes since the last meeting.

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- 10.2** A discussion took place regarding the last Local Highways Initiative submission. One of the two crossings requested has been approved. One received refusal as it would be on a downhill slope. JRB felt that 2 crossings were needed near The Green and the 2nd crossing may need to be considered again, at a later date. It was considered that the parish council should pay for the approved crossing to be installed and await the County Council's contribution to come through. Otherwise it could be a considerable time before the crossing was installed.
- 11.** To accept the solicitors' fees of £500.00 to £600.00 for the preparation of a shortterm agreement relating to footpath 24.
It was agreed to accept the above charges. However, clarification regarding the length of the shortterm agreement is required.
- 12.** To consider a recommendation, if agreed to do so, to the parish council of any donations to be paid to local charities (to include request from EACH).
It was agreed that the parish council will only donate to local charities. The clerk was asked to bring the list of charities, to whom the parish council donated in the 2018-19 tax year to the parish council meeting on the 18 March.
- 13.** To agree the cost of safe keeping of burial books (should the Churchyard and Cemetery committee request this following their meeting on the 7 March).
The clerk is to investigate the cost of safes and bring her findings to the parish council meeting on the 18 March.
- 14.** To agree the affiliation fee requested from CAPALC of £852.96, an increase of 11% over 2019/20.
The Clerk said it was vital, in today's world, to maintain the membership to CAPALC, as it provides access to NALC and discounted up to date training on a number of subjects. Also provides useful HR advice. Therefore, it was agreed to renew the membership for 2020 to 2021.
- 15.** To decide on the provision of summer activities previously supplied by Huntingdon District Council.
Having paid £750.00 for this facility to cover the 2019 Summer Holidays, and there being no attendance at any of the sessions, it was decided not to provide summer activities this year. However, this will be reconsidered in 2021.
- 16.** To review the parish council's investment strategy.
The committee reviewed the document and agreed that it required no changes.
- 17.** To consider the spend on a parish map.
A spend of no more than £500.00 has been agreed at a previous parish council meeting and will be progressed once all the ongoing roadworks have been completed.
- 18.** To consider quotes received for the contract to maintain the fire extinguishers (if received from Chubb)
2 quotes had been received. AM said that it may be best to remain with Chubb as the parish council rents the extinguishers which means if legislation changes these will be swapped out if need be under the contract. This was agreed.
(Note following the meeting – the clerk had a conversation with JPR Fire Protection and would like to bring further information to the parish council meeting before the final decision is made by full council).

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19. To discuss the responsibility regarding the install of lowlevel lighting at the back end of the car park renovation behind the shops.
AM said the lighting would have to be hard wired in. JRB was not prepared to agree to the costing without knowing how much it would be. AM said the cost of the install would fall into the overall cost of the car park renovation project. This item will be again discussed at the next finance meeting.
20. **To review the Project Spend Working Group listing.**
The Project spend Working Group last met on the 2nd March whereby it discussed in full the different projects on the listing. No decisions required by the Finance Committee.
A discussion was held about the possibility of widening the footbridge at Latham Crescent. However, this would be a costly exercise and no decision was made at this time.
- 21 **To discuss the progress at The Lady Olivia Centre.**
The parish council is still awaiting the handover of the Centre dependent on final inspection and land transfers. It is hoped that the allotments will be handed over before the full planting season commences.
- 22 **Matters for discussion at the next meeting to be held on Wed 6 May 2020.**
Nothing raised at this time.

The meeting was closed at 21.45.

Signed:
Mike Bainbridge, Chairman

Date: