

**Evercreech Parish Council**

**Minutes of the Finance Committee of Evercreech Parish Council held this day 20/11/20  
Via Zoom at 10am.**

**PRESENT AT START OF MEETING: Sarah Breare, Rob Reed, Mark Saunders**

**Also present: Julie Bolton - RFO & 0 members of the public.**

<b>Item No</b>		<b>Action</b>
	Present at the start of the meeting Rob Reed, Sarah Breare, Julie Bolton (RFO) 0 Members of the public.	
	Open Session Members of the public are invited to speak for 3 minutes. This item does not form part of the minutes of this meeting.	
001	Apologies for Absence None.	
002	Declaration of Interests and Dispensation None	
003	Confirmation of the Minutes of the Finance Committee Meeting of 21/10/2020.  Proposed: RR Seconded: SB  Agreed.	
004	Review of 20/21 budget so far  JB stated that all Village Maintenance payments to be separated so we get a clear idea of where the money is needed. Our RFO has spoken to Rialtas and they advise to continue for the rest of the financial year as the items are coded and then change to Cost Centres which will make things clearer; changing now would complicate things too much. Staff training discussed as having 3 members of staff to keep compliant and so they feel competent within their roles it was agreed an increase to £700.  Mark Saunders Joined meeting at 11.08am  Maintenance is quite a large expense therefore some increases being put forward are Village Maintenance to be raised to £3,000, Millennium Garden Maintenance £4,000, QRPF grass cutting and hedges £2.250, Cemetery grass cutting and hedges £3,000. Reduction on Councillor expenses to £400 and Chairman to £300. JB to check Zoom costings and Website annual costings to put into budget. To confirm total costings on Waste disposal per annum and put into budget. Evercreech support fund to remain at £3,500.  Mark Saunders left meeting at 11.58 am	
005	Discuss Alpha (Accounting Software) and potential upgrades/changes to current system  JB feels the current system does not need to be upgraded, however has requested training for the system and is going to bring costings for the two	

Date:  
Signed

	choices a 4-day course and over the phone training - JB will bring to full council on 01/12/2020	
006	Financial Regulations  Checked and updated by MS – read and noted.	
007	Audit Query  Section 2 - 3. The reason for a larger figure of funds is due to a one-off donation from Greencore to go to the New Play Park in QRPF Section 2- 4. Outgoing costs were considerably lower due to no Clerk or street cleaner wages for several months Section 2 - 6. Larger payments going out due to paying for the play-park at QRPF The last query we cannot see there is a difference in the figures and - will ask to confirm. Clerk to reply on 20/11/2020	
008	Agenda Items for next meeting  TBC	
009	Date of next meeting  TBC	
	Close of Meeting 20/11/20 Julie Bolton – RFO Time: 12:10pm	

Date:  
Signed