



Minutes of the Meeting of the Finance Committee Held On Tuesday 27th September 2016 at 8.00pm in the Community Office

Present:

Councillors:

Tony Williamson (TW)
Matt Reid (MR)
Ian Hill (IH)
Nicky Smallbone (NS)

Officer:

Kristina Tynan (KT)

27/16 Apologies for absence
Roger Beattie.

28/16 Chairman's Remarks
TW welcomed NS to the committee.

29/16 To approve the Minutes from the Meeting on the 28th June 2016 which were received by Council on 12/7/2016
Resolved: That these minutes were a correct record of this meeting and that they be signed by the Chairman.

30/16 Matters Arising
There were none other than agenda items.

31/16 Declarations of Interest
There were no declarations of interest notified.

32/16 Budget and Financial Issues
1. **Budget 2016/2017** – There was discussion on the updated full budget figures and the figures were accepted. The summary of the financial position as at 31/7/2016 is shown below.

Watlington Parish Council		
Summary	BUDGET 2016/2017	ACTUAL TO 31/7/2016
<i>Central services</i>	54219	18733
<i>Planning</i>	0	0
<i>Allotments</i>	-830	-441
<i>Pavilion & Sports Field</i>	6300	3000
<i>West Room</i>	151	0
<i>Car Park</i>	2138	1191
<i>Public Conveniences</i>	0	-4926
<i>Green Space Maintenance</i>	19193	6271
<i>Minor Works, Safety and Cleaning</i>	5756	501
<i>Assets/ Play Equipment</i>	3600	-1574
<i>Neighbourhood Plan/Election/Legal</i>	9300	4565
<i>Town Hall</i>	7000	28
TOTAL NET EXPENDITURE	106,828.00	27,348.00

2. Budget Preparation 2017/2018 – There was initial discussion on this. All the spending committees will need to prepare their budgets before the Finance November meeting. The Town Hall Trust Body will also need to discuss the amount that they will be requesting from WPC. Consideration was given to what money the NP would need for next year and other issues that may need money spending on eg Christmas Common traffic measures, future staffing, Children’s Centre, whether we will support the Thame Market Bus next year.

Discussion also took place on the consultation on the Local Government Finance Settlement which include proposals regarding council tax referendum principles for local parish and town councils which is proposing to subject principal councils to the same referendum principles as were set in 2016/17. However the consultation also says that the Government is minded to extend referendum principles which limits only 2% increase core to the larger, higher spending local councils for the first time.

The proposal is to cover only those parishes whose Band D precept is higher than that of the lowest charging district council in 2016/17 which would affect about 120 parishes (not Watlington). The consultation also states the Government is aware that increases in precepts continue to concern local tax payers and is therefore prepared to consider extending referendums to ALL parishes. This consultation will need to be discussed at the next Full Council meeting.

The committee felt minded at this stage to limit the increase to no more than 2%.

All committees will need to put their budgets together by the end of November.

3. Audit 2015/2016 – This has been completed by the external Auditor BDO. There were no issues arising- see attached.

RECOMMENDATION TO COUNCIL: That this report be accepted by Council and to note that no action is needed.

4. Other Financial Issues - The generous donation of an extra £5000 from Ted Backhouse’s estate (to be used on things that Ted would approve of) was noted and it was agreed that Ian Hill write to the Executors of his estate thanking them for this.

33/16 Staff Issues

1. **Staff Reviews** – IH/NS will do these for this year. Dates will be organised shortly.

2. **Pensions** –TW reported that WPC will need to be enrolled as from 1 April 2017. We now need to identify a pension scheme. IH/TW will investigate this further.

34/16 Other Financial Issues

1. **Accounting procedure of the pavilion bar** – MR reported that the Sports Club are in the process of auditing the bar accounts for their AGM. He will ensure that WPC are given a copy.

2. **Insurance – Compliance** – MR said that his main concern was testing for Legionella. He has been informed that the Sports Club have been doing this every year in the Pavilion. MR to find out who does the testing.

35/16 General Issues

a) **Police office in Community Office** – A letter has been received stating that they will no longer need to use the Office in Watlington from March 2017.

KT has spoken to PC Ian Kent on this who was unaware of this letter being sent. He has asked that the Police be able to still access the community office even if they do not still have a dedicated office.

Resolved: That we give them permission to do this.

36/16 Correspondence

There was none for discussion.

37/16. Items for Next Meetings
Budget Review 2016/2017
Budget 2017/2018
Review of Staffing Needs – November 2016

38/16 Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.10PM