



GREAT CORNARD PARISH COUNCIL

Minutes of the Meeting of the **POLICY & RESOURCES COMMITTEE**
held in The Stevenson Centre at 8:17pm on Monday 28th February 2022

PRESENT	Councillors	T M Welsh	Chairman
		T J Keane	
		S M Sheridan	
		C G Wright	
	Council Manager	Mrs N Tamlyn	

1. APOLOGIES FOR ABSENCE

Apologies were received from A C Bavington, T Harman and Mrs White.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

NONE.

3. DECLARATIONS OF GIFTS AND HOSPITALITY

NONE.

4. ITEMS BROUGHT FORWARD – FOR NOTING

Members reviewed and **NOTED** the Items Brought Forward list.

5. FINANCIAL MATTERS

a) To approve the latest list of payments

Members reviewed and **NOTED** the list of payments made. **See Appendix A.**

Members **NOTED** the installation of the new Floodlights at Cornard United and **AGREED** to pay over the £7,500.00 grant approved by the Full Council.

b) To review the Financial Management Report up to 21st February 2022

Members reviewed and **NOTED** the Financial Management Report up to 21st February 2022.
See Appendix B.

Councillor Welsh asked if any further expenditure was anticipated on the Community Wardens, Agency Services, Professional Fees and The Stevenson Centre Budgets. The Council Manager confirmed that some additional expenditure was likely but they would all remain under budget. The outstanding Professional Fees for the Village Hall were not expected to be settled before the end of the financial year and it had been agreed at the Estimates meeting that any underspend would be Earmarked to a fund for legal fees.

Members discussed the outstanding invoice for the street lights which is due in March 2022 and raised concerns about the rising cost of electricity.

Councillor Newman advised that some Councils were taking out loans to replace ageing lanterns with new LED lanterns to save on long term energy costs. Members **AGREED** to add the matter to a future Agenda.

c) To receive a verbal report from the Internal Control Member on the quarterly reconciliation of all income/expenditure transactions including Petty Cash

Councillor Welsh confirmed that he had carried out the quarterly income and expenditure checks on Friday 18th February 2022. Both the Parish Council's bank accounts and The Stevenson Centre bank account had been reconciled and the salary payments had been cross checked as well. Councillor Welsh confirmed that he had found no anomalies.

In addition, Councillor Welsh had checked the income and expenditure for the Petty Cash and had found no anomalies. **NOTED.**

Meeting closed at 8.31pm

APPENDIX A

Great Cornard Parish Council BACS payments up to 28th February 2022

INCOME UPTO			
28.02.2022	Source	Amount	Details
	Cemetery	£54.00	
	Allotments	£783.00	
	HMRC	£10,295.27	VAT Reimbursement
	Babergh District Council	£6,000.00	Grant for BHL Pavilion
	TOTAL	<u>£17,132.27</u>	
EXPENDITURE			
Direct Debits 28.02.22	Company	Amount	Details
	Intuit	£20.40	Accounts Support Package
BACS	Company		Details
	Mr P Sparkes	£80.00	Grave Digging Services
	Anglian Water	£16.53	Qrtrly Water Bill - Cemetery
	Anglian Water	£185.57	Qrtrly Water Bill - BHL Sportsfields
	Anglian Water	£38.96	Qrtrly Water Bill - Allotments
	Glasdon	£249.48	Litter Bin - Philips Field Road
	Cornard United	£7,500.00	Payment of Floodlight Grant
	TOTAL	<u>£8,090.94</u>	

GREAT CORNARD PARISH COUNCIL - FINANCIAL MANAGEMENT REPORT

Actual expenditure to date, compared to budget as at 21st February 2022

Account	Budget	To Date	
INCOME			
Precept	234592.00	234592.00	100%
Interest	30.00	23.00	77%
Allotments	3000.00	3000.00	100%
Cemetery	3700.00	4367.00	118%
Recreation Ground	0.00	250.00	0%
Blackhouse Lane	4200.00	2933.00	70%
Wayleaves	130.00	125.00	96%
Recycling	450.00	492.00	109%
INCOME	£246,102.00	£245,782.00	99.87%
Council Tax Support Grant	4218.00	4218.00	100%
SCC Locality Grant - BHL Pavilion	0.00	6000.00	0%
SCC Locality Grant - Approach Road	0.00	7438.00	0%
CIL Funds	0.00	19034.00	0%
TOTAL INCOME	£250,320.00	£282,472.00	112.84%
EXPENDITURE			
Administration	14500.00	11562.00	80%
Agency Services	14000.00	9337.00	67%
Community Warden	9750.00	5206.00	53%
CIL Funds Dispersed	0.00	3250.00	0%
Grants Made	12500.00	4000.00	32%
Capital Spending	21062.00	59205.00	281%
Loans Repayment & Interest	17603.00	17603.00	100%
Stevenson Centre Grant	12505.00	140.00	1%
Allotment Expenses	2500.00	1797.00	72%
Blackhouse Lane	3250.00	974.00	30%
Cemetery	10000.00	8759.00	88%
Recreation Grounds	15500.00	14330.00	92%
Shawlands Wood LNR	2100.00	2040.00	97%
Street Lights	18000.00	0.00	0%
Litter/Dog Bins	2500.00	2388.00	96%
Village Hall Expenses	1000.00	1313.00	131%
Bank Charges	0.00	0.00	0%
Insurance	4550.00	3268.00	72%
Salaries & Wages	82200.00	75581.00	92%
Professional Fees	6000.00	1250.00	21%
Election Fund	800.00	0.00	0%
Transfer to Reserve	0.00	0.00	0%
Total Expenditure	£250,320.00	£222,003.00	89%

