



Fair Oak & Horton Heath Parish Council

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

Telephone: (023) 8069 2403 email: enquiries@fairoak-pc.gov.uk

**Minutes of the FINANCE COMMITTEE meeting
held on Monday 9 December 2019 at 7.00 pm
at 2 Knowle Park Lane, Fair Oak**

P – present, Ab – absent, Ap – apologies.

P	Cllr Barrett	P	Cllr McGuinness
Ap	Cllr Couldrey	P	Cllr Spearey
P	Cllr Douglas (Chairman)	P	Cllr Tennent
P	Cllr Higby		Vacancy

Also in attendance: Ms M Stephens, Clerk, J Cahill, Responsible Finance Officer & Cllr Bird

PUBLIC PARTICIPATION

No members of the public were present.

22 DECLARATIONS OF INTEREST

Cllrs Spearey & McGuinness in Minute No. 26.

23 MINUTES (PAPER A)

RESOLVED:

That the minutes of the meeting held on 25 November 2019 be agreed as a correct record subject to the amendment that Cllr Douglas was in the Chair and corrections to minute numbers.

24 FINANCE REPORT (REPORT B)

The Committee considered the Parish Council spend to date.

The Responsible Finance Officer reported that in reviewing the income to date, the Council had achieved 73% of the income budget so far. All indications showed that the Council was on course in terms of the budget for income.

In terms of expenditure, the Council was averaging a spend of £38k per month, based on this average, with four months to go, at this rate of spend, the Council would spend appropriately £150k until the end of financial year which represented an underspend on the budget.

RESOLVED:

That the contents of the report be noted.

25 BUDGET 2020/21 (REPORT C)

The Committee considered the proposed budget for the 2020/21 financial year.

Members were informed following budget adjustments as suggested by the Committee at this last meeting £30,136 had been identified for the Meadowsweet Way Play Area.

Members commended the budget to the Full Council for approval which represented a 0% increase and a balanced budget whilst enabling new projects to be put forward for the next financial year.

RECOMMENDED:

That the Council approve the budget set out in Appendix 1 of Report C to the Committee.

26 GRANT REQUESTS (REPORT D)

Cllr Spearey disclosed a disclosable pecuniary interest on the grounds that he was a Twynams Charity Trustee. Cllr McGuinness disclosed a disclosable pecuniary interest on the grounds that he was a member of the Village Hall Management Committee. Both organisations having submitted a grant application. They did not participate in the discussion and did not vote on these grants.

The Committee considered the section 137 grant requests for the current financial year.

The Committee welcomed the new application process which enabled members to view all applications at the same time, judging each on their own merits and within the context of the overall budget available provided a fairer process for all.

Members supported the recommendations as set out in paragraph 4.1, subject to receiving further information from Butterflies Bereavement and that decision on this grant application be deferred until receipt of this information.

RESOLVED:

That, with the exception of Butterflies Bereavement, the community grant awards as set out in paragraph 4.1, and in more detail in Appendix 1, to Report D, be approved.

27 CARETAKING/IN-HOUSE CLEANING

The Committee considered the commencement date for the in-house cleaning across all sites as well as the changes to the terms of conditions and pay for caretaking staff.

RESOLVED:

- (a) That the in-house cleaning across all sites take effect from 2 January 2020; and
- (b) That the Clerk make the necessary changes to the terms of conditions and remuneration for caretaking staff.

Signed Chairman