

**CLAYTON PARISH COUNCIL
FINANCE COMMITTEE
MEETING HELD AT CLAYTON VILLAGE HALL – 9th January at 6.30PM**

Minutes

- 2018/001 **PRESENT**
Councillors; Andrew, Pitts (chair) and Kaushal-Bolland
- 2018/002 **IN ATTENDANCE**
Claire Hepton, Clerk
Helen Rankin – asst clerk
Six members of the public
- 2018/003 **APOLOGIES FOR ABSENCE**
Cllr Dharni, (unauthorized absence)
- 2018/004 **DISCLOSURES OF INTEREST**
None
- 2018/005 **ADMISSION OF THE PUBLIC**

None of the tabled items to be discussed were required to be held in closed sessions.
- 2018/006 **PREVIOUS MINUTES AND MATTERS ARISING**
Previous minutes were found to be present and correct.
Minutes from 7th August 2017 were approved and signed as a true record of the meeting
Proposed: Cllr Andrew **Seconded:** Cllr Pitts
All in favour
- 2018/007 **REVIEW OF FINANCIAL PROCESSES**
The clerk took the members through the accounts and all processes were checked and reviewed and all in order.
Proposed: Cllr Pitts **Seconded:** Cllr Andrew
All in favour
Resolved: That the accounts were accepted.
- 2018/008 **REVIEW OF THE BUDGET FOR 2018/19**
The clerk ran through the draft budget for 2018/19 to the members of the finance committee. Salaries had been highlighted as forecasted to be over budget but in-line with approved pay in increase and increase of hours. It was explained that the transitional budget for 2017/18 included refurbishment of the library. This would not be included in the budget for 2018/19. The committee went through all expenditure items in detail.
The chairman recommended that the draft budget be carried over to the full Parish council meeting on 18th January 2018.
Net expenditure: £64,511
Use of reserves £10,000.
Precept to be: £54,511
This equates for a band D property at £22.56, which is a 32.9% increase.

Proposed: Cllr Andrew **Seconded:** Cllr Kaushal-Bolland
All in favour
Resolved: That the draft budget was accepted.
- 2018/009 **PUBLIC CONSULTATION AND QUESTION TIME**
A query was raised regarding the amount allocated for use of websites and email. The clerk confirmed that it includes Microsoft Office suite & storage on Microsoft cloud for Councilors and Parish council staff. A question was asked regarding the amount to be carried over for grants. It was explained that the amount for grants will go back into the balance sheet if not spent this financial year. A question was raised regarding the allowance for council tax in the budget. It was confirmed that this refers to money that is returned from central government to the Parish council. Notifications were made regarding forthcoming applications for grant applications for the community cinema and West Yorkshire police; locks for vulnerable people. The clayton park approximate annual costs of maintenance, were discussed.
- 2018/010 **DATE OF NEXT MEETING**
The next meeting is to be agreed.
There being no further business the meeting closed at 7.40pm