

WOODHOUSE PARISHCOUNCIL
and
King George's Field Charity, Woodhouse Eaves
[Charity No. 1087273]
Minutes of a meeting of the Finance Committee
held virtually by Zoom
on Monday 14th September 2020 at 6:45pm

Present:

Mr P Searancke – Chair
Mr J Holme

In attendance:

Mrs E Rowley – RFO
Mrs E Crowe – Clerk to the Council

Note: The meeting was not quorate so all decisions to be approved at next Parish Council meeting on 5th October 2020.

1. APOLOGIES FOR ABSENCE

Mr L Pole, Mr R Thomas

2. DECLARATIONS OF INTEREST

None

3. MINUTES OF THE MEETING ON 30th APRIL 2020

The Minutes were confirmed and signed at the full Council meeting on 28th May 2020

4. PARISH COUNCIL

YEAR END ACCOUNTS 2020/21 & BUDGET FORECAST

Expenditure is forecast to be over budget at year end, due in part to a change in accounting for salary and also increased daily cleaning of the public toilets. However, the impact will be lessened with receipt of a new grant for the Neighbourhood Plan and a pending insurance claim for the Bull's Head.

Recommendation 1: The Council considers and approves the updated Wish List

5. KING GEORGE'S FIELD CHARITY

YEAR END ACCOUNTS 2020/21 & BUDGET FORECAST

Expenditure is forecast to be well under budget by year end, as importance is placed on not extending spending too much in this period of uncertainty. There has been no income from the halls so far this year and with only a small number of regular groups re-booking, lettings income will fall by 75% this year. However, a grant from Charnwood Borough Council and rent from the finished Village Hall House will help, resulting in combined income for the Parish Council and KGV Charity coming in on budget.

In conclusion, the combined carried forward figure at year end 31st March 2021 is expected to be around £72,000, a fall of less than £5000 year on year. However, this represents only 45% of annual running costs and it is recommended to keep at least 75% in reserve. Therefore, it is recommended to remove the allocated funds in the budget that have been put aside for resurfacing the car park and improving the sports field.

6. KING GEORGE'S FIELD CHARITY – LETTINGS REVIEW

Inflationary adjustments to be made on the 1st January each year. A 10% increase on hourly rate with a minimum of 2 hour bookings too be implemented on the 1st Jan 2020.

Recommendation 2: The Council to approve the new booking conditions and charges

7. AUDITORS

[a] To note that the 2019-20 external audit report has not yet been received. When it is, the audited Annual Return will be published on the Council website.

[b] To consider appointment of an internal auditor and any instructions.

Recommendation 3: CKH Accounts to be appointed as the internal auditor for 2020/21 accounts.

8. ANNUAL DONATIONS

[a] Burial ground donations increases for 2021.

Donations for St Pauls & St Mary's churches will remain the same.

A donation of £100 to be given to Charnwood Mayor's Annual Charities.

Recommendation 4: The Council to approve the above donations

9. ANY OTHER BUSINESS TO NOTE FOR FUTURE AGENDAS

[a] Project Management of the new Community Building

To be completed by an external provider.

10. DATE OF NEXT MEETING

Monday 23rd November 2020 at 6:45pm

Meeting closed at 9.00pm

CHAIR