

**Minutes of Finance Committee Meeting**  
Held via Video Conference  
Monday, 6<sup>th</sup> April 2020 starting at 7.00pm

Present: Jeremy Fox (Chair), Pam Cane, James Hargrave, Maureen John, Toni Wisbey

In attendance: Odile Wladon (Clerk)

<b>FC.20.04.1</b>	The chair welcomed all to the first video conference meeting of the Committee and reminded those on the call that the meeting was being broadcast live on Facebook.
<b>FC.20.04.2</b>	There were no absences to note.
<b>FC.20.04.3</b>	<b>Declarations of interest</b> a) There were no Local Non-Pecuniary Interests to note b) There were no Pecuniary Interests to note c) There were no requests for dispensations
<b>FC.20.04.4</b>	<b>Minutes of meeting held 27<sup>th</sup> January 2020</b> The minutes of the meeting held 27 <sup>th</sup> January 2020 were approved as a true record of the meeting.
<b>FC.20.04.5</b>	<b>Public Forum</b> There were no questions submitted.
	<b>Councillors submitted questions prior to the meeting and these were answered by the Clerk – a copy of these is appended to the minutes in the minute book.</b>
<b>FC.20.04.6</b>	<b>Year end 2019/20</b> The following documents were reviewed and approved for submission to the full Council: a) Year-end accounts b) Explanation of variances c) Final Reserved Funds report d) CIL report e) Asset Register 2019/20
<b>FC.20.04.7</b>	<b>Financial Regulations</b> Amendments to Financial Regulations were reviewed and approved for submission to the full Council on 20 <sup>th</sup> April 2020 with the addition of the words: to be reviewed and reversed after COVID-19 crisis is over. 4.1 bullet point 3 – the Clerk, in conjunction with the Chair of the Council and Chair of the Finance Committee, for any items below <b>£1000</b> . 4.5 In cases of extreme risk to the delivery of council services, the Clerk may authorise revenue expenditure on behalf of the council which in the Clerk’s judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of <b>£2000</b> . The Clerk shall report such action to the Chair of the Council as soon as possible and to the council as soon as practicable thereafter.
<b>FC.20.04.8</b>	<b>Budget 2020/21</b> The revised budget for 2020/21 was reviewed. The proposed changes were agreed and additional amendments made to Health Centre works to reflect items not included in the quotes received. The revised budget will be recommended for approval to full Council.

<b>FC.20.04.9</b>	<b>Estimates</b> The following decisions were reached and will be recommended to the Council for approval: <ul style="list-style-type: none"><li>a) Tree works – these works to be split between the 2 x companies that quoted. Councillors recommended that the trees at the tennis court should be reduced in height to the fence line. Full Council to agree.</li><li>b) Hardwiring Assessment – Styne recommended contractor.</li><li>c) Phase 1 of works at Health Centre – Finance Committee will review these quotes in depth at the next meeting.</li></ul>
<b>FC.20.04.10</b>	<b>Date of next meeting:</b> 6 <sup>th</sup> July 2020 to review first ¼ accounts.

**Meeting closed at: 8pm**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT