

Bretton Parish Council

**Minutes of the Finance Committee Meeting held on the Tuesday 7th September 2021 at
Unit 3, Pyramid Shopping Centre at 7.30 p.m.**

Present: Councillors, P Gatward, A Gasparutti, and J Merrill (presiding).

Others: S Radouani (Clerk)

Public: J Price, M Witham and L Craig

Not present: L Aldridge, C Lee

	Open Forum
	Members of the public were present but advised the committee that they had no questions. The meeting was formally opened at 19.30
26.	Apologies for absence
12.1	L Aldridge- (sick – Migraine), C Lee – holiday absences were accepted and recorded.
27.	Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item
28.	To Approve Minutes of the meeting held on 6th July 2021 (Fin 20-02)
28.1	Resolved: The minutes of the meeting on 6 th July 2021 was approved and recorded as a accurate record.
29.	Matters to report - restricted to items not listed elsewhere in the agenda
29.1	There were no matters to report.
30.	Items deferred from the previous meeting
30.1	There were no matters deferred from the previous meeting
31.	Items deferred from Full Council
31.1	There were no matters deferred from Full Council
32.	To Review, Discuss the additional information relating to the Grant request for the Thursday Coffee Club and Ukulele group.
32.1	The committee reviewed and discussed the revised calculations submitted by Better Bretton and will propose to put it forward to full Council for ratification.

	PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC: in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting	
	The chair asked the members of public to leave the meeting so that the finance committee could discuss and prepare the draft budget for 2022.	
33.	To discuss budget for 2022	
	33.1	The committee discussed various aspects of the 2022 budget and recommendations were raised for future discussions.
	PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC: in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential business being concluded, the Press and the Public be invited to return to the Meeting.	
34.	Review Budget Payment Transactions Document	
	34.1	The Clerk presented the committee with the Monthly Budget Payment Transaction document, which was reviewed and discussed. The committee raised that whilst the Clerk has been working at home during the Covid 19 pandemic, she should not be out of pocket because of it. As a course of action, it was proposed that the Clerk would investigate the potential costings.
35.	Review Monthly Bank Reconciliations – August 2021	
	The Clerk presented the committee with the Monthly Bank Reconciliation documents for August 2021. The document illustrated that the bank finances were fully reconciled and verified.	
36.	To confirm Expenditure	
	36.1 To note current state of finances and agree the Bank Reconciliation 36.2 To approve expenditure Category: Services: Misc <i>£200.00 -Giffen’s Cleaning Services. – Relief cleaner to cleaned unit 3 during sickness period.</i>	
	Cllrs agreed and approved all expenditure listed in point 36.2	
37.	Correspondence	
	37.1	Nothing to report
38.	Agenda Items for Next Meeting – <u>Reminder by Law – information exchange only no decisions can be made</u>	
	38.1	The meeting was formally closed at 21.45
39.	The date of the next meeting – to be held on 2nd November 2021 at 7.30 p.m at Unit 3 Pyramid Shopping Centre.	