



Downley Parish Council - Finance Committee Meeting

30th July 2019- 7pm to 8.30pm - Downley Community Library

Attendees – Cllr Burslem, Cllr Egmore, Cllr Loadman, Cllr Sapsford
Clerk C Masters taking minutes

- 1) Terms of Reference were agreed as correct and had been endorsed at the April 2019 Parish Council meeting.
- 2) Elections of Chair & Vice Chair
Cllr Egmore voted in as Chair
Cllr Burslem voted in as Vice Chair
- 3) Audit update
Audit documents have been submitted to PKL, waiting for sign off.
Notice of public rights is on display until the 9th August.
No issues noted from internal auditor
- 4) Devolution & Unitary impacts on Parish finances
Currently in last year of Devolution funding, £5k per year received for last 4 years. The change to Unitary could impact this and other funding streams.

It was noted that WDC are highlighting a number of services that might be added to the parish list of devolved services. There were other services (i.e. grass cutting) that had increased in scope beyond those initially devolved.

The Committee agreed it would be prudent to build up & ring-fence funds to accommodate any future extension of devolved services.

- 5) 2018-19 spend & variation
It was proposed that monthly spend will be tracked back to the budget and reviewed accordingly.

Budget review to start in Oct with a view to Precept submission in Jan. Precept to be agreed at the December Parish Council meeting.

- 6) Priorities for 2019-20 and forecast spend
 - Streetlight replacement – It was agreed to budget £70k for this project.
 - LAF – The cost of a survey if applications are successful is 10k. This will be covered by match funding.

- KAD – Full contract review needed. Chettina will obtain three quotes from other contractors.
 - Replacement of posts on the Common- It was agreed that this this should be funded by the Council. David will liaise with the DCPS on the implementation the work.
 - It was agreed to budget £35k for other projects including devolved services and LAF.
- 7) Clerk's Salary – The Clerk left the meeting for the discussion. It was agreed that the Clerk will provide a job specification of the role and a salary review will take place.
- 8) AOB-
- Second half of precept due Sept will be approx. £50k.
 - £2k coming back to the Council via festival committee.
 - Other purchases need to be considered in the next 3 to 5 years such as a new laptop for the Clerk, road safety equipment and fly tipping cameras.

The junior council was discussed, this will be taken forward by Roxi.

- 9) Date of next meeting
Budget review will take place on the 22nd October