

# Woodchester Parish Council

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Minutes of the Finance Committee Meeting held on 9<sup>th</sup> January, 2020 in the Village Hall at 6.15pm

Present: Cllrs. Baynham-Honri, Hamilton and Warnes.

In attendance: The clerk

**2020/1 To receive apologies for absence.**

There were no apologies for absence.

**2020/2 To receive declarations of interest in items on the agenda.**

There were no declarations of interest in items on the agenda.

**2020/3 To approve the minutes of 10<sup>th</sup> January, 2019.**

These were approved, and signed as a true record by Cllr. Baynham-Honri.

**2020/4 To review budget versus expenditure for 2019/20.**

The predicted expenditure for 2019/20 is approximately £1000 below the budget of £13,360. Spending however has been above budget in a couple of areas. Work has been required to trees at the Bike Trails and costs have been incurred for the running of the defibrillators; neither were budgeted.

**2020/5 To agree a sum to allocate for grants for 2020.**

Last year the Council awarded a grant of £104. Policy states that the remainder of the allocated sum, in this case £396, will be carried forward to 2020/21. Councillors agreed a budget of £500 for 2020/21, giving a total possible allocation of £896. The deadline for applications is the 31<sup>st</sup> May which will be advertised in the spring edition of the Woodchester Word and on the village website.

**2020/6 To discuss and agree a budget for financial year 2020/21.**

Councillors agreed to increase the maintenance budget by £550 to allow for additional work to be carried out in the village. It was agreed to recommend to Full Council that a working party walk around the village in order to consider work which is currently carried out by the Parish Council contractor and to agree other areas for inclusion in a contract for 2020/21.

Councillors agreed to increase the budget for the Bike Trails by £30 to £350.

Approximately £70 of this is allocated for an annual safety check; the remainder is for maintenance both short and long-term. Councillors agreed a budgeted long-term plan is required in order to build up a sufficient fund to carry out work to trees, repair the surface and improve drainage in the future. It was agreed Cllr. Dunbar be asked to contact the construction company Trailcraft, to enquire about potential costs.

A s.106 requirement for Rooksmoor Mills of £6,650 must be allocated to improvements to the Bike Trails and for kissing gates in the village. Therefore this will be available in the next few years.

Councillors agreed a review of this budgeted long-term plan for the Bike Trails in July.

A budget of £220 was agreed for the running of the two defibrillators in the village.

The Parish Council holds healthy reserves which could be drawn on should an unforeseen emergency arise in the village requiring additional expenditure.

A budget of £14,180 was set for agreement by Full Council.

Initials.....

- 2020/7 To discuss and agree the precept required for financial year 2020/21.**  
 Councillors agreed to increase the precept from £12,000 to £12,500. Some of the additional cost to residents will be offset by a higher tax base. A VAT refund and bank interest will provide income of approximately £210. The difference of £1470 will be taken from reserves.  
 This figure will be considered for agreement by Full Council.
- 2020/8 To review Financial Regulations for agreement by Full Council.**  
 These were agreed by Councillors.
- 2020/9 To discuss the maintenance contract for 2020/21 and agree a course of action for agreement by Full Council.**  
 The current contractor Mr. Ian Smith will retire in March and therefore a replacement will need to be found.  
 Councillors agreed a working party be formed to walk the village and review the jobs currently undertaken as well as looking at additional work which might be included in a contract.  
 Following this, Councillors agreed to meet with a contractor known to Mr. Ian Smith to discuss the role.  
 A decision will then be made on whether the contract is required to be put out to tender.
- 2020/10 To receive comments from members of the public on items discussed at this meeting.**  
 There were no members of the public present.

The meeting closed at 6.50pm.

Chair..... Date.....