

FOUR MARKS PARISH COUNCIL

**Minutes of the Meeting of the Finance and General Purposes Committee
Held on Wednesday 13th December 2023 commencing at 12.00pm
This meeting was held at The Scout Hut, Four Marks**

MEMBERS PRESENT: Cllr Briggs (Chairperson), Cllrs Gebbett, McAllister, Smith and Pullen (R)
IN ATTENDANCE: Jo Tsigarides – Clerk
Louise Steele – Locum RFO
APOLOGIES: None

23.47 FGP APOLOGIES FOR ABSENCE

No apologies were received – all members of the Committee being present.

23.48 FGP OPEN SESSION/PUBLIC PARTICIPATION

There was no open session there being no members of the public present.

23.49 FGP DECLARATIONS OF INTEREST

There were no declarations of interest.

23.50 FGP MINUTES OF THE LAST MEETING

On the proposal of Cllr Smith, which was seconded by Cllr Gebbett, and with all Councillors in agreement, it was **RESOLVED** to approve the Minutes of the Finance and General Purposes Committee meeting held on Thursday 12th October 2023 as a true reflection of the meeting and were duly signed by the Chairman.

23.51 FGP BUDGET REVIEW

23.51.1 The Committee reviewed the draft budget for the financial year 2024/25. Several questions were raised and answered by officers. Some debate ensued and number of small amendments were made to the budget with the figures summarised below:

Cost Centre - Administration

4005 Chairman's Allowance budget to be £100 EMR (proposed Cllr Pullen, seconded by Cllr Smith, all Councillors in agreement)

4016 Grants & Donations budget to be £6,000 (proposed Cllr Pullen, seconded by Cllr Smith, all Councillors in agreement)

Cost Centre Community Building Project

4300 Community Building project budget to be £20,500; and

4301 PWLB repayments budget to be nil (proposed Cllr Pullen, seconded by Cllr McAllister, all Councillors in agreement)

Cost Centre -Events

4313 Event expenses budget to be £1,000

The following was also agreed, that :

- an earmarked reserve (EMR) for the Neighbourhood Plan (NP) be created in the current financial year and any NP funds unspent at the end of the year be transferred to that EMR (proposed Cllr McAllister, seconded by Cllr Pullen, all Councillors in agreement)
- an EMR be created in the financial year 2024/25 and that the sum budgeted at code 4316 (election expenses) be transferred to that EMR.

23.51.2 The Committee noted that the draft budget considered would imply a precept of £183,580 being an increase of 5% in cash terms and 4.5% on a Band D Council Tax bill. The Committee did not feel yet able to formulate a recommendation to Full Council about the level of precept and it was agreed that members of the Committee would meet as a working group to discuss the matter further prior to the next Full Council meeting.

23.52 FGP FINANCIAL ITEMS

23.52.1 The Committee noted the arranged energy supply contracts and direct debit arrangements.

23.52.2 The Committee noted that there will be a recurring payment of £6 a month for the contract for the new mobile phone. The payment will be taken each month from the Parish Council credit card.

23.53 FGP ITEMS FOR DISCUSSION

23.53.1 The Committee discussed proposals for additional CCTV provision at the Benians Pavillion. It was agreed that the proposals were positively received but a decision was deferred pending further information including consideration of the GDPR implications of the proposals.

23.53.2 The Committee discussed a proposal and quote to enhance the heating system at Parish Office. Upon the proposal of Cllr McAllister, seconded by Cllr Gebbett, and with all Councillors in agreement, it was **RESOLVED** to accept the quote and proceed immediately.

23.54 FGP NEXT MEETING

It was agreed that the next meeting of the Committee would be held on Wednesday 24th January 2024.

23.55 Meeting closed at 12.45pm