



**Minutes of the Meeting
10th January 2017 at 19:00hrs
Plumpton Village Hall**

No:	Item:	Member
1 (10/01/17)	Welcome & Apologies	
	<p>In attendance: Cllr Emma Elford [EE] - Chairman Cllr Nick Beaumont [NB] Cllr Chris Thompson [CJ]</p> <p>Damian Mooncie – PPC Clerk & RFO</p> <p>Members of the Public: none</p> <ul style="list-style-type: none"> • Apologies were received from Cllr Reg Stone [RS] 	
1.1	To Agree the Business of the Meeting	
	<ul style="list-style-type: none"> • agreed without change 	
1.2	Declaration of Interest to the Agenda 10/01/17 & Dispensations	
	<ul style="list-style-type: none"> • none disclosed or requested at the onset of the meeting 	
2 (10/01/17)	Agreement of Finance Committee minutes 08/11/16	
	PPC FC Resolution 067 (item 2 10/01/17) It was RESOLVED and AGREED that minutes of the meeting 08/11/16 are an accurate account of that meeting. Chairman sign and dates accordingly, Clerk to file and publish	Clerk
3 (10/01/17)	Approve Payments & Statements	
	<ul style="list-style-type: none"> • the Clerk summarised the account Statements to date see appendix 1 	
	PPC FC Resolution 068 (item 3 10/01/17) It was RESOLVED and AGREED that that Account Statements were accurate account of the closing balance of all accounts	
	<ul style="list-style-type: none"> • The clerk recommended the payments list for acceptance: see appendix 2 	
	PPC FC Resolution 069 (item 3 10/01/76) It was RESOLVED and AGREED that Account payments scheduled would be released, Cllr Emma Elford and Cllr Nick Beaumont sign, Clerk to process all payments	Clerk
4 (10/01/17)	Budget 2017/18 Preparation	
	<ul style="list-style-type: none"> • The Clerk summarized the accounts line by line with commentary of any significant variances for all three accounts; Village Hall, Playing Fields and Parish Council • The committee discussed the various options regarding setting new budget allocations against current year actuals 	
5 (10/01/17)	Precept 2017/18 Preparation	
5.1	Village Hall Account	
	<ul style="list-style-type: none"> • The Committee discussed the allocation of budget headings with the recommendation to increase the precept grant by £1,000 and reduce Projects to £3000 • It was noted that the Village Hall manager salary was increased to 10p per hours but that additional hours was not agreed. 	
	PPC FC Resolution 070 (item 5.1 10/01/76) It was RESOLVED and AGREED to recommend the Village Hall Budget 2017/18 as recommended	
5.2	Playing Fields Account	
	<ul style="list-style-type: none"> • The Committee discussed the allocation of budget headings with the recommendation to increase the allocation to the Play Area to £2000 to reduce the Pavilion Fund by £900 and allocate £700 towards Caretaker costs. 	



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	PPC FC Resolution 071 (item 5.2 10/01/76) It was RESOLVED and AGREED to recommend the Playing Fields Budget 2017/18 as recommended	
5.3	Parish Council Account	
	<ul style="list-style-type: none"> The Committee discussed the allocation of budget headings with the recommendation to increase the allocation to the Neighbourhood Plan to £4000 and to increase the allocation of grant to the Village Hall to £9000. It was acknowledged that a commitment to spend on reduced speed limits would be funded through council reserves The Committee consider the three precept options 	
	PPC FC Resolution 072 (item 5.3 10/01/76) It was RESOLVED and AGREED to recommend the Parish Council Budget 2017/18 as recommended and the recommend a precept increase of 5%	
6 (10/01/17)	HMRC PAYE	
	<ul style="list-style-type: none"> The clerk reported that employee details were being updated 	
7 (10/01/17)	Other Matters:	
	<ul style="list-style-type: none"> none requested 	
Date of next meeting – Tuesday 14th February 2017 at 19.00 at the Village Hall		


Resolutions and Undertakings | 10/01/17:

Agreement:	Member:	Outcome:
PPC FC Resolution 067 (item 2 10/01/17) It was RESOLVED and AGREED that minutes of the meeting 08/11/16 are an accurate account of that meeting. Chairman sign and dates accordingly, Clerk to file and publish	Clerk	
PPC FC Resolution 068 (item 3 10/01/17) It was RESOLVED and AGREED that that Account Statements were accurate account of the closing balance of all accounts		
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Appendix 1:

 Finance Committee Report Account Balance Summary 01-Jan-17					
	A/C Number	Date on last statement	Balance:	Date on last statement	Balance:
Admin Current Account	40718718 and 80718750	12 December 2016	£ 28,871.15	09 January 2017	£ 27,195.82
Admin Reserve Account	43243052	12 December 2016	£ 45,871.12	09 January 2017	£ 45,881.49
Village Hall Current Account	30276081	12 December 2016	£ 24,182.73	09 January 2017	£ 19,506.44
Village Hall Deposit Account	40499897	12 December 2016	£ 10,247.07	09 January 2017	£ 10,247.07
Playing Field Account	40267708	12 December 2016	£ 31,272.77	09 January 2017	£ 30,996.81
Playing Field Deposit Account	50894656	12 December 2016	£ 2,408.12	09 January 2017	£ 2,408.12
New Pavilion Fund Account	13473929	31 May 2016	£ 28,354.10	31 May 2016	£ 28,354.10
			£171,207.06		£ 164,589.85

Appendix 2:

 Finance Committee Finance Report for Jan 2017		
Admin Account		
Payments		
Barclays	Statements	£3.60
Treaty Services	Web Services	£252.00
Damian Mooncie	ICO Data Protection	£35.00
Damian Mooncie	Clerk Standing Expenses Period 9	£72.70
Damian Mooncie	Clerk Salary	£721.62
HMRC	Period 9 PAYE	£361.26
		£1,155.58
Village Hall Account		
Payments		
Sussex Hardy Plants	Hall Deposit Refund	£100.00
PRS For Music	music licence	£610.34
LDC	premise licence	£180.00
CJS Portsmouth	Supplies	£172.76
Jane Donovan	Dec expenses	£136.91
East Sussex Pension Fund	Pensions Dec	£252.79
Jane Donovan	Wages Period 10	£757.67
		£2,210.47
Playing Field Account		
Payments		
LDC	Dogs Bins	£177.84
Chris Lambert	Wages Period 7	£144.00
Eon	Dec Supply	£128.51
BT	Dec Supply	£54.87
BT	Nov Supply	£58.32
		£385.70