



PLUMPTON PARISH COUNCIL

FINANCE COMMITTEE

Minutes of the Finance Committee held at the Village Hall on 14th December 2021 at 19.00.

Present: Cllr P Burford (Cllr PB, Chair), Cllr N Beaumont (Cllr NB), Cllr Alison Gardiner (Cllr AG), Cllr Nick Satchell (Cllr NS), Cllr P Stevens (Cllr PS), and Cllr Ron Jury (Cllr RJ).

Also in attendance: Anita Emery (Clerk & RFO).

Absent: None

Members of the Public: 0

Members of the Public welcome.

The AGENDA is as follows:

147. To accept apologies for absence

- None

148. Declaration of pecuniary and disclosable interests in respect of matters to be discussed.

- None

149. To Approve Minutes from the Finance Committee meeting held on 9th November 2021.

- Unanimously agreed that the minutes of the meeting held on 9th November 2021 were an accurate account of that meeting.

150. Clerks Report on any Matters Arising from previous Meetings

- Clerk advised she had contacted Unity but has not heard back due to their staffing levels and will contact again in the new year.

151. To approve expenditure items as itemised on the schedules.

- Clerk advised two additional expenditure items;
VH – CJS Portsmouth £41.95
PPC – Viking Direct £89.91

Cllr PB advised the non budgeted item of £599.50 for the band had been paid for the jubilee celebrations.

- a. Report 1 – PPC Expenditure
- b. Report 2 – VH Expenditure
- c. Report 3 – PF Expenditure



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- It was unanimously agreed to approve and release payments for PPC - £4164.56, VH - £3718.54 and PF - £652.28. Chair signed to that effect.

152. To approve bank statements and reconciliations.

- Unanimously agreed.

153. To approve year to date accounts.

- a. Report 1 – PPC YTD
- b. Report 2 – VH YTD
- c. Report 3 – PF YTD

- Cllr PB reported Cllr NS had worked on producing a summary showing the VH projected income between Dec and 31st March 2022. An estimated income of £11,500 is predicted. Cllr NS will report each month on the income up and until March 2022.
- Clerk noted that she would move the fencing costs in maintenance to projects line. This was agreed. **Clerk to action.**

154. To sign off Charity Annual Returns (CAR) and Trustees Annual Return (TAR) for VH and PF in order to file with Charity Commission.

- Cllr PB advised the accounts for VH and PF were approved in April and this is the trustees annual report that needs to be filed along with financial statement to the Charity Commission. It was to be noted that the VH could be audited in April if the income was above £25k. It was unanimously agreed to sign off the TAR and CAR. **Clerk to action.**

155. To consider wedding hire charge change for VH to £950 and to discuss local discount rates.

- Cllr NS distributed prior to the meeting comparison chart of village hall charges in the surrounding areas for weddings. VH is currently £700 non local and £350 for local. Recommendation was £950 non local and £700 local. After much discussion it was agreed to £950 non local and £600 local. Changes to be made from April 2022. It was also noted that the VH charges would increase by 3% from 2023. The website should be utilised more for marketing the hall.

156. Community Infrastructure Levy

- Cllr PS reported on CIL training that himself and the Clerk attended. CIL annual process is; expression of interest (EOI) by January, plans provided by March and the decision in June. It was therefore suggested the target for the pavilion be 2023 which will allow more CIL funds to be collected, PPC cannot bid for more funding until match funding available. It was put forward that the plans needed to be in place by September 2022.

157. Update on review of fixed asset list

- Being updated in January.



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158. Pocket Park clearance costings

- Agreed to leave until January meeting.

159. Questions from Parish Councillors and items to be added at the next meeting

- None

Meeting closed: 19.30

Dates of Next Meetings:

11th January 2022 – Parish Council Finance Committee 19:00 at Village Hall

11th January 2022 – Parish Council Meeting 19:45 at Village Hall

Anita Emery | Parish Clerk | 20/12/2021

DRAFT