



Oulton Broad Parish Council

Minutes of the Finance Committee for the meeting of Wednesday 4th November 2020 held virtually using Zoom

Present: Councillors Christine Ashdown, Benvenuto Falat, Brian Keller, Sandie Keller and Andrew Page (Chairman).

Also, in attendance: Tina Page (Clerk).

F221. Welcome: The Chairman welcomed the Councillors to the meeting.

F222. Announcement on Reporting:

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

F223. To receive and consider acceptance of apologies for absence:

No reported absences.

F224. Declarations of Interest and dispensations:

F224.1 To receive Declaration of Disclosable Pecuniary and Non-Pecuniary interests from councillors on items on the agenda – None declared.

F224.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests – None received.

F224.3 To note any dispensations previously granted – None declared.

F225. Minutes:

To approve the minutes from last meeting 7th October and agree any action. The minutes were approved as being an accurate record by Cllr B Keller and seconded by Cllr S Keller.

**4 AGREED
1 ABSTAINED**

F225.1 To review outstanding issues from last meeting – None.

F226. Public Forum:

An opportunity for members of the public to make comments on any matters on this agenda. No members of the public attending.

F227. Payments: to agree payments as per payment schedule.

Sandra Challis	Cleaning	£54.00
Martin Hailes Design Ltd	Newsletter no 3	£1,166.40

S Harvey Builders	Flat refurbishment commencement deposit	£3,600.00
Claranet	DNS	£66.52
The Royal British Legion	Wreath invoice donation	£18.50
PKF Littlejohn	External Accounts	£960.00
Waveney Norse	Partnership Fees (Park)	£7,710.00
Norton Peskett	S38 agreement	£342.00
		£13,917.42

The invoice for Claranet was discussed and agreed. The Clerk stated that the payment for Cleaning Services is just provisional. It was agreed to pay the complete payment to the Cleaner. It was agreed to approve the estimated total of £13,917.42 by Cllr Falat and seconded by Cllr S Keller. **ALL AGREED**

F228. To note the Income and Expenditure for October 2020:

This is ongoing, there appears to be a problem with the VAT recorded for the Trust. The Clerk is working on it.

F229. To discuss PKF Littlejohn Audit findings, prior to being ratified at the Full Council meeting and agree any action:

As stated on the report from PKF Littlejohn, the accounts will need to be migrated to Income and Expenditure. This has been done and will be sorted for next year. It was noted that there is nothing to do. Put on the Full Council agenda for ratification.

F230. To receive an update on the PWLB and agree any action:

The Clerk has received all the paperwork and will be seeking help from SALC. Clerk to continue.

F231. To discuss the budget so far and agree any action:

This is still work in progress. The base figure for next year has gone down which will mean the precept percentage will go up. East Suffolk Council have postponed the precept agreement to January instead of December.

F232. Items for the next agenda:

Budget Update
PWLB
COVID-19

To note date of next Finance Committee Meeting: 2nd December 2020 6pm

F233. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted: transacted:

There was no more business to be discussed. Meeting closed 6.20pm

Minutes approved on 2020

Signed
Finance Chair