

MAGOR WITH UNDY COMMUNITY COUNCIL

Finance Meeting Thursday 17th January 2019 at 7.00pm
in Ebenezer Magor Baptist Church Hall

Members Present:	Cllr Baicher, Cllr Bailey, Cllr Barrell (Chaired), Cllr Bisi, Cllr Cook, Cllr Crook,
Clerk in Attendance:	Beverly Cawley
Members of the Public:	1
Apologies:	Cllr A Boyland, Cllr M Boyland, Cllr James, Cllr Montgomery, Cllr Plow, Cllr Raggett

MIN
2018/19

170 CHAIR'S ANNOUNCEMENTS

170.1 To receive and accept apologies for absence

The Clerk opened the meeting, as both the Chair and Vice Chair were absent, and asked for nominations for a member to Chair the meeting.

Resolved: *That Cllr Jenny Barrell Chair the meeting in the absence of the Chair and Vice Chair.*

Apologies for absence received and accepted from Cllr A Boyland, Cllr M Boyland, Cllr James, Cllr Montgomery, Cllr Plow, Cllr Raggett

171 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

171.1 To receive from Councillors declarations of interest in items on the agenda

Cllr G Cook declared an interest in MUCH during discussion of minute number 176.1

172 BANKERS

172.1 To appoint Barclays Bank plc. as Bankers for the Financial Year 2019/2020

Resolved: *To appoint Barclays Bank plc. as Bankers*

173 INTERNAL AUDITORS

173.1 To appoint Internal Auditors for the Financial Year 2019/2020

Members considered the need for a robust audit and internal auditors that fully understand the sector, bearing in mind the size of the Council; the Precept it now handles and the requirements in the future to meet the needs of the Well-Being of Future Generations Act.

Resolved: *To appoint 'Auditing Solutions' as Internal Auditors.*

174 EXCLUSION OF THE PUBLIC AND PRESS

174.1 Motion: That, Pursuant to Section 1 (2) of the Public Bodies Admission to Meetings Act 1960 it is resolved that because of the confidential nature of some of the business to be transacted, the Public and Press may not be admitted during part of the meeting.

The Clerk advised that the Public and Press would not need to be excluded during the

discussion of all/the whole of an agenda item, but just for part of the discussion due to the sensitivity and confidential nature of sections of an agenda item.

Resolved: *That Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved because of the confidential nature of the business to be transacted, the public and press will not be admitted during parts of the meeting” They would be asked to leave and return as and when required.*

175 INTERIM FINANCIAL REPORT

175.1 To receive an Interim Financial Report for quarters 1,2 & 3 of the Financial Year 2018/2019 (as at 31st December 2018)

Members were updated on the financial situation, including a summary of the Council’s financial position as at 31st December 2018

Current Account	95,494.47
General Fund (Reserves)	75,830.78
Community Centre Fund	0.00
Election Fund	3,361.37
Cemetery Fund	17,088.57
Tennis Courts/ MUGA Fund	27,769.25
Allotments Fund	5,232.50
Procurators House Fund	16,893.41
War Memorial Fund	10,021.71
TOTAL:	251,692.06

The General Fund (less any earmarked funds) was estimated to be as at end of year 31st March 2019, approximately £ 47,277.10 Members were reminded of the need to maintain sufficient levels of Reserves.

Members noted incomplete projects and raised questions regarding several issues including IT issues and whether Council would be likely to receive any unexpected invoices before the end of the financial year e.g. Drop Box.

Member of the public was briefly excluded during feedback on staff salaries

Resolved: *To adopt Interim Financial Report*

Resolved: *To carry over any budgets for uncompleted projects or earmarked funds for use in 2019/2020 or for inclusion in General Reserves.*

176 FINANCE & BUDGET

176.1 To consider the draft budget and proposed projected expenditure and income and agree a Budget for the Financial year 2019/2020

Members noted that they had not had sight of several reports which may make recommendations that could cause expenditure e.g. Display Screen Equipment RA. Feedback from residents and other Councillors were considered.

Cllr Geoff Cook declared an interest in Magor and Undy Community Hub.

Member of the public was briefly excluded during discussion on staff salaries

Resolved: To bring litter pickers on to the NALC/NJC National Salary Scales under SCP01 with effect from 1st April 2019.

Resolved: To budget for a part time litter picker at approx. 10 hours per week.

Resolved: That any difference between the budget and the Precept would be covered by the estimated miscellaneous income and Reserves.

Resolved: To agree an estimated 2019/2020 budget of £218,639.42 (appendix A)

177 ANNUAL PRECEPT

177.1 To agree the Precept figure for the Financial year 2019/2020

Resolved: To submit a Precept request to Monmouthshire County Council for the sum of £200,540

Resolved: To summarise the Precept and the Projects in a document that could be handed out at the Pop-Up Hub and published on the Council's website and Facebook.

178 BANK ACCOUNT REQUIREMENTS

178.1 To consider any Bank Account requirements of the Community Council

None required

Resolved: Not to close the Community Centre Fund savings account, but to rename it and utilise it for miscellaneous earmarked funds.

179 MEETING DATES

179.1 To note the date, time and venue of next Ordinary meeting

Resolved: That the next Ordinary meeting would be held on 11th February 2019 at 7pm in Undy Church & Community Hall. (Cllr Bisi extended his apologies – he would be unable to attend)

Members also noted that an Admin & Personnel Committee meeting had been called for Tuesday 29th January at 4pm, venue to be confirmed.

A project Workshop meeting would be held on Monday 28th January 2018 at 7pm, venue to be confirmed.

MEETING TERMINATED AT 20.51PM

Chair.....

Date

Magor with Undy Community Council

Agreed Budget for Year 2019 – 2020

BUDGET

AMOUNT

POWER TO SPEND

COMMITMENTS

BUDGET	AMOUNT	POWER TO SPEND	
Administration	9,285.00	Local Govt Act 1972	
Allotment Fund	1,000.00	Small Holdings and Allotments Act 1908 s23	
Audit	1,500.00	Local Govt Act 1972 s111	
Councillor Remunerations/Expenses	4,725.00	Local Govt Act 1972 s34 (5)	*
Dog Waste Disposal	5,850.00	Litter Act 1983 s5 & 6	*
Election Fund	1,000.00	Local Govt Act 1972 s111	
Hall Hire	500.00	Local Govt Act 1972 s111 & s133	
Insurance	4,000.00	Local Govt Act 1973	
Leases	248.00	Local Govt Act 1972	
Maintenance & Repairs	7,600.00	Local Govt (Misc) Provisions Act 1976 s19 Local Gov Act 1972 s14, Local Gov Act 1972 s112 & Highways Act 1980 s96	
Memberships	1,114.00	Local Govt Act 1972 s137 & Local Gov Act 1972 s143	
Play Equipment H&S	1,500.00	Local Govt (Misc) Provisions Act 1976 s19	*
Procurators House Quinquennial Works	1,000.00	Local Govt Act 1972 s144	
PWLB Repayments	10,832.00	Local Govt (Misc) Provisions Act 1976 s19 (a)	
Staff Salaries HMRC, Pensions	105,745.42	Local Govt Act 1972 s112 L.G Scheme Regs 1997 SI 1997/1612 (as amended)	
Sycamore Sports Field Tennis Court Utilities	1,500.00	Local Govt (Misc) Provisions Act 1976 s19 (b)	
War Memorial Repairs	5,000.00	War Memorials (Local Authorities Powers) Act 1923 s.1 as extended by LGA 1948 s.133	
Wheelie Bin	1,400.00	Litter Act 1983 s5 & 6	
TOTAL	163,799.42		

PROJECTS

Christmas (trees & lights)	6,550.00	Local Govt Act 1972 s144	*
Civic Events/Services	190.00	Local Gov Act 1972 s137 & Local Gov Act 1972 s145(c)	*
Dog Waste Bags/Publicity	100.00	Litter Act 1983 s5 & 6	
Play Equipment (new/replacement)	20,000.00	Local Govt (Misc) Provisions Act 1976 s19	
Sycamore Sports Field Tennis Courts new works	10,000.00	Local Govt (Misc) Provisions Act 1976 s.19 (b)	
TOTAL	36,840.00		

GRANT ALLOWANCES

Citizens Advice Bureau Contribution	2,000.00	LGA 1972 s.142	
Churchyard Maintenance Contributions	1,000.00	Local Govt Act 1972 s214 (6)	
Local Community Support Scheme	3,000.00	Local Govt Act 1972 s137 (or other)	
Local Youth Support Grants	3,000.00	Local Govt Act (Misc) Provisions Act 1976 s19 Local Govt Act 1972 s137 (or other)	
Local Schools Support Grants	4,000.00	Local Govt Act (Misc) Provisions Act 1976 s19 Local Govt Act 1972 s137 (or other)	
Magor & Undy Community Hub	5,000.00	Local Govt (Misc. Prov.) Act 1976, s.19	
TOTAL	18,000.00		

* Waive Financial Regulations

SUMMARY

Total Commitments	163,799.42
Total Projects	36,840.00
Total Grant Allowances	18,000.00
GRAND TOTAL	218,639.42

Chair.....

Date