UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

##### 

**18 Gladstone Road**

**Chester**

**CH1 4BY**

**01244 398966**

**07584415343**

**Email** [suzi.a.pollard@btinternet.com](mailto:suzi.a.pollard@btinternet.com) **or**

[clerk@uptonbychester.org.uk](mailto:clerk@uptonbychester.org.uk)

Minutes of the meeting of Upton by Chester and District Parish Council Finance Committee held on Monday 12th December 2016, 6.30pm, at Upton Pavilion, Upton, Chester.

Present: Cllr Bennion, Cllr Eardley, Cllr Houlbrook, Cllr Lee, Cllr Vaughan

and Cllr Walmsley.

In attendance: Mrs S Pollard (Clerk).

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Evans, Cllr Lee, Cllr McNae,

Cllr Paddock and Cllr Samuel.

**Resolved: noted.**

**2. DECLARATIONS OF INTEREST.**

No declarations of interest were made.

**3. MINUTES OF THE LAST MEETING.**

It was confirmed that there has been no further contact from the college with a view to students taking on the bowling green shelter project.

**Resolved: that the Minutes of the meeting held on the 14th October 2016 were approved as a correct record and signed by the Chairman.**

**Proposed by Cllr Bennion, seconded by Cllr Walmsley.**

**4. BUDGET.**

The clerk reported that the new tax base figures are not yet available; members were asked to approve the draft budget (appendix A) in the expectation that the tax base will have increased which on the budgeted precept level will result in a reduction in the Parish Council element of the Council Tax.

**Resolved: that the Finance Committee approves the draft budget as long as the new tax base figures deliver a Council Tax reduction. As soon as the tax base figures are received by the clerk, calculations will be done and details sent to the Finance**

**Committee. The working group set up to look at grant applications will meet as soon as possible in the new year.**

**The clerk will schedule Finance Committee meeting dates to accommodate the receipt of the tax base figures for next year in order that the committee may fully approve the draft budget before the January Parish Council meeting.**

**5. CASH BALANCES.**

The clerk reported that it is expected that the Parish Council will carry over approximately £95,000 into the financial period 2017/18; this is a significant sum to carry forward which subject to retaining a reserve sum, should be spent on projects identified by the Parish Council.

**Resolved: that the committee has identified projects discussed by the General Purposes Committee and will put forward the following recommendations to the Parish council for funds to be ring fenced:**

* **Bowling Green path - £11,000**
* **Bowling Green shelter – £9,000**
* **Chemistry Pits path - £15,000**
* **Store room conversion (inc external storage, electricity supply, path and new doors to the existing - £10,000**
* **Playing Fields cycle path project - £31,000**
* **Reserve sum - £20,000**

**At the next meeting, the clerk will raise the issue of spreading the total sum between the bank and an investment fund (to safeguard funds under the FSCS).**

**6. AUDIT.**

The clerk reported on 3 ‘minor issues’ identified by the external auditor.

**Resolved: that the issues raised are noted, the clerk will make every effort to avoid actions resulting in these issues next year. The audit was approved.**

**Proposed by Cllr Bennion, seconded by Cllr Houlbrook.**

**7. SPECIAL EXPENSES.**

Information regarding the CW&C consultation on Special Expenses had been circulated prior to the meeting. The following responses were agreed:

* In response to the question on Play Areas –Option 3.
* In response to the question on Christmas Lights, no option will be selected but the following statement will be submitted - ‘All unparished areas should have the option to have funded Christmas lights in their own area which ever option is chosen’.
* In response to the second part relating to Christmas Lights, no option will be selected but the following statement will be submitted – ‘This Parish Council has no right to comment on this issue’.
* In response to the question on the employment of PCSO – ‘No comment’.

**Resolved: that the clerk will submit the responses on behalf of the Parish Council.**

**7. DATE AND TIME OF THE NEXT MEETING.**

**Resolved: that the next meeting will be at 7.00pm on 30th January.**