

Minutes of the Finance and Staff Committee of Aston Clinton Parish Council -
held on 27th January 2016 at 6.30pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

S Beaumont (Chairman)

P Hughes

A Mooney

M Osborn

Clerk: G Merry

No Members of the public

16.008 Apologies:

There were no apologies

16.009 To Approve the Minutes of the last Meeting held on 6th January 2016

The minutes were agreed and signed.

16.010 Declarations of Interest:

There were no declarations of interest

16.011 Public Participation

There were no items

16.012 Financial Situation Reports

- i. Month-end report Jan 2016: The Clerk presented the month-end accounts. Receipts for January amounted to £3,989 and payments for the month stood at £13,235. It was questioned whether S106 payments from AVDC included VAT and the clerk agreed to find out (**after note**: they are exclusive of VAT meaning VAT will be reclaimed by the PC in the normal way).
- ii. Status of individual budgets: The Clerk presented the budgeting spreadsheet and reported that last month she had miscalculated the income figures and the projected year-end surplus was a healthier £45,000-£50,000, as predicted at the start of the year. A simplified accounting system would be introduced from April with more grouped headings making it easier to monitor budgets. Cllr Osborn pointed out that this surplus is still not as much as that advised by NALC (i.e. 6 month's worth of fixed costs). It was discussed that the grounds maintenance contractor had submitted their prices for 2016-17 and although continuation of their contact had already been agreed, this would be put to the full council in light of the increases. However, the increases were broadly equivalent to the amount allocated in next year's budget anyway.
- iii. Payments to be agreed: The list of payments was presented as follows and AGREED. The invoice for a felled tree was queried, which had been verbally authorised. The clerk agreed to check on the details.

Outstanding Invoices - end of January 2016 - as at 31/1/16

<u>Date</u>	<u>Company</u>	<u>For</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
22/12/2015	Caloo	MUGA (S106 money due within next 2 weeks from AVDC)	£ 79,639.00	£ 15,927.80	£ 95,566.80

07/01/2016	Buckland Landscapes	Quote 4217 - woodland clearance - fell 2 trees, clear 1 branch	£ 220.00	£ 44.00	£ 264.00
07/01/2016	Buckland Landscapes	Quote 4227- woods adjacent to London Road - clearance	£ 1,465.00	£ 293.00	£ 1,758.00
07/01/2016	Buckland Landscapes	Verbal Quote - fell one tree on stream bank	£ 190.00	£ 38.00	£ 228.00
12/01/2016	Buckland Landscapes	Quote 4335 - installation of new signs	£ 410.00	£ 82.00	£ 492.00
21/01/2016	Caloo	MUGA Inspection (S106 money due within next 2 weeks from AVDC)	£ 395.00	£ 79.00	£ 474.00
21/01/2016	Carlton Clocks	Call out fee and temporary fix - school clock	£ 100.00	£ 20.00	£ 120.00
23/01/2016	Jim Phipps	Repairs to knee Rail (should be reimbursed by driver - TBA)	£ 100.00	£ -	£ 100.00
28/01/2016	E McGoldrick	Bins and toilet cleaning	£ 105.00		£ 105.00
Totals			£ 82,624.00	£ 16,483.80	£ 99,107.80
23/01/2016	B.T.	Quartly Bill (DD)	£ 146.31	£ 29.26	£ 175.57

16.013 Defibrillators

Cllr Beaumont had met with the school governors as to where their defibrillator would be sited and there would be a an additional cost for installation of a post as well as for an electrician. The 2 planned defibrillators were top-of-the-range and would cost approx £2,200 each, plus installation and insurance. The insurance is done through taking out membership with the supplier, Community Heartbeat, who offer different levels of membership from £126 per annum to £500. However, the Gold (£500) membership included full insurance, training and money put aside annually to fund a replacement once the current one needs replacing. It was questioned whether this would fund a complete replacement and on what timeframe, as this arrangement did not appear to raise the full cost. The matter would be put to the full P.C. **recommending the Gold package**, subject to clarification of these points.

MOTION: To agree a package for 2 defibrillators to recommend to full council, as above PROPOSED by Cllr Beaumont, SECONDED by Cllr Mooney and Agreed.

16.014 Date of next meeting

This will be held on Wednesday 2nd March 2016 at 6.30pm

The meeting closed at 7.30pm

Signed  Date 2/3/16