

Davenham Parish Council

**Minutes of Davenham Parish Council Finance Meeting held on
11th November 2019
at Davenham Methodist Church Hall.
7.15pm**

Present:	Cllr. Hudson (Chair), Cllr. Ravenscroft, Cllr. Spare, Cllr. Watson, Cllr Tutt, Cllr Pasquill, Cllr Lee, Elaine Hamlett (Clerk)																																											
Apologies:	Cllr. Salt, Cllr. Ryder,																																											
1.	Public Session: No attendees																																											
2. Apologies for Absence and Declaration of Interests	Cllr.Hudson opened the meeting. Apologies for absence – as above. Declaration of Interest – None																																											
3. To Review of Minutes	Councillors had pre-read previous minutes prior to the meeting. (Already Signed Off) Proposed Cllr Watson, Seconded Cllr Spare, all agreed																																											
4. Standing Orders	These were approved. Proposed Cllr Watson, proposed Cllr Spare, all agreed																																											
5. Finance and administration	<p>November expenses shown and agreed for payment.</p> <p>Bank Balances Reconciled Bank Balance as 31st October 2019 £34,979.55 in credit. November 19</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 15%;">DATE</th> <th style="width: 20%;">PAYEE</th> <th style="width: 50%;">DETAILS</th> <th style="width: 15%;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">DATE</th> <th style="width: 20%;">PAYEE</th> <th style="width: 25%;">DETAILS</th> <th style="width: 10%;">CHQ No</th> <th style="width: 10%;">NET £</th> <th style="width: 10%;">VAT £</th> <th style="width: 10%;">GROSS £</th> </tr> </thead> <tbody> <tr> <td>11/11/19</td> <td>E Hamlett</td> <td>November Clerk Salary</td> <td> </td> <td>636.40</td> <td> </td> <td>636.40</td> </tr> <tr> <td>11/11/19</td> <td>E Hamlett</td> <td>November Clerk Expenses</td> <td> </td> <td>39.34</td> <td> </td> <td>39.34</td> </tr> <tr> <td>11/11/19</td> <td>NTC</td> <td>Cuts 10th & 14th Oct</td> <td> </td> <td>122.50</td> <td>24.50</td> <td>147.00</td> </tr> <tr> <td colspan="6">TOTAL EXPENDITURE 11th November 2019</td> <td>£822.74</td> </tr> </tbody> </table>	DATE	PAYEE	DETAILS	AMOUNT					DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £	11/11/19	E Hamlett	November Clerk Salary		636.40		636.40	11/11/19	E Hamlett	November Clerk Expenses		39.34		39.34	11/11/19	NTC	Cuts 10 th & 14 th Oct		122.50	24.50	147.00	TOTAL EXPENDITURE 11th November 2019						£822.74
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6. To review Current year to date and expected year end turn-out	<p>Budget to date discussed</p> <p>Discussions on proposed expenditure to year end and there was a small overspend on Village Gardener costs and funds now required for the play areas and repairs. Underspends to date on the Newsletter but this was agreed to happen now in January so budgeted funds available. Any underspend would easily counterbalance extra costs of repairs to play equipment.</p> <p>It was agreed that any funding available at year end would be carried over to the village projects for next year as this would incur large costs.</p> <p>It was RESOLVED to accept the current Year-to-date/Year end turnout figures. Proposed Cllr Tutt, Seconded Cllr Lee, All in Favour</p>																																											
7. To discuss projected income	<p>Precept could not be set until January as CWAC did not have the rates set until that point.</p> <p>S106 monies would be pursued for the Village projects for next year.</p> <p>It was RESOLVED there was to be no longer rent payable for Davenham Junior Football Club for the use of Laburnum and Butcher's Stile fields from this point forward. proposed Cllr Hudson Seconded Tutt All in favour</p> <p>It was RESOLVED there be an RPI increase in the rent for Davenham Cricket Club from this point forward proposed Cllr Spare Seconded Cllr Lee All in favour</p>																																											

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Expenditure for 1920/21	Discussion on all items of the budget for next financial year discussed and changes to be made to account for this years overspend and underspends. Any funding from this year and reserves to be allocated to next years project funding.
Review Audit Return 2018/19 Certificate received. No issues were raised by the Auditors. Notices displayed on Boards and Website	
8 Grant Applications	
8 To consider Grant Applications received and award grants as applicable.	Grant allocations discussed and finalised Davenham Rainbows £150 Davenham Scouts £450 Davenham Womens Institute £100 Davenham Cricket Club £300 Davenham Bowling Club £200 proposed Cllr Spare Seconded Cllr Tutt, All in favour
	Discussion turned to the Christmas Light Switch On and it was proposed to ask David Bibby. Proposed Cllr Watson, Seconded Cllr Tutt, all agreed. It was agreed to send a gift to Cllr Mattinson on her resignation and for all the hard work she did for DPC over the years Proposed Cllr Watson seconded Cllr Ravenscroft, all agreed.
9. Meeting Closure	The meeting closed at 8.30pm.