

# MARKS TEY PARISH COUNCIL



Minutes of the Finance Committee Friday 30<sup>th</sup> October 2020 at 4pm  
[www.essexinfo.net/marksteyparish](http://www.essexinfo.net/marksteyparish)

## PRESENT:

## COUNCILLORS: -

R RUST (CHAIRMAN)  
A THOMAS  
K EVANS  
G WELLS  
M BAILEY

## IN ATTENDANCE:

G HUMPHRIES (Parish Clerk & Responsible Financial Officer)

### 2020/FIN009 Apologies

No apologies received

### 2020/FIN010 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests:

No interests were declared

### 2020/FIN011 Public Session

There were no parishioners present

### 2020/FIN012 Minutes

Minutes from previous finance meeting dated 30<sup>th</sup> July 2020 were **APPROVED**

Proposed: Cllr A Thomas

Seconded: Cllr M Bailey

### 2020/FIN013 Financial Position year to date

Members discussed current financial position and the impact Covid19 has had on Hall Hires. Discussion regarding increased Council administration costs which is due to the covering of keyholder duties and should soon level out with new employees being recruited.

### 2020/FIN014 Budget Financial year 2021/2022

Members discussed proposed budget for financial year 2021/2022. Proposed following changes

#### Administration

- Increase misc. staff cost of £5,000
- Increase Payroll Fees to £500
- Office Equipment – Remove £500 for colour printer

All other cost to remain the same – Clerk to investigate cost of new booking system and requirements for website and update members.

#### Parish Hall

- Agreed with all costings

#### Grounds Maintenance

- Increase to £6,000

#### Projects

- Clerk to investigate ongoing Defib Costings and report back to full Council.

Current proposal to leave precept the same level as last year. This will create a deficit budget of - £23,301. Reason for proposed deficit budget is given current Covid19 situation a conservative view has been taken regarding hall hire income. If the situation escalates into 2021 a view will be taken by Council regarding proposed Projects for the hall.

Clerk to review current hall hire rates / discounts and report back to members at next meeting.

### 2020 /FIN015 – Information Exchange, Clerks Report and correspondence File

#### 1) No chair Report

#### 2) No Clerk Report

- a. Working on banking review and options and will report back with full information.

- b. Bank Mandate still not been updated, will keep chasing and update members once completed.
- c. We will be writing of long-standing debt from hirer due to CCJ been registered after failure to pay outstanding balance.

**2020/FIN016 Chair to close the meeting**

Meeting was closed 5.40pm