

FARNHAM ROYAL PARISH COUNCIL

Judith Hall
Clerk to the Council
clerk@farnhamroyal-pc.gov.uk
01753 648497

Sherriff House
The Broadway
Farnham Common
SL2 3QH

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF FARNHAM ROYAL PARISH COUNCIL HELD ON TUESDAY 12 NOVEMBER 2019 AT 10.00AM AT THE PARISH COUNCIL OFFICE, 1ST FLOOR, SHERRIFF HOUSE, THE BROADWAY, FARNHAM COMMON, SL2 3QH.

Present

Mr. Bob Milne (Chairman)
Mr. Paul Rowley
Mrs. Marilyn Rolfe
Mrs. Judith Hall – Clerk

1. Apologies for absence

Mr. John Hodges

2. To approve minutes of the meeting held on 14 October 2019

The minutes were **confirmed** as a true and accurate record and the minutes were then signed by the Chairman.

3. Matters arising from previous minutes not covered elsewhere on the agenda

- 3.1 Finance and Administration sections of the Risk Assessment – The Clerk confirmed that this was ongoing.
- 3.2 Reserves Policy – The Chairman stated that he felt that the policy should provide for reserves of between three to nine months expenditure with a target of at least six months. It was agreed that this item should be added to the January 2020 Parish Council meeting agenda.
- 3.3 Grants Policy – The Proposed changes to the grants process that were discussed at the last Finance Committee meeting were discussed with Mrs. Rolfe. It was agreed that this item should be added to the January 2020 Parish Council meeting agenda.

4. To consider 2020/21 budget forecast

Those present considered the forecast that had been prepared and looked for ways to reduce expenditure whilst maintaining services. It was felt that the funds available for LAF projects would need to reduce and that if the Community Payback Scheme could be utilised to maintain St Mary's Churchyard then a saving here would be possible. During the discussion, those present also looked at increasing the income and considered increasing the precept to achieve this. It was also agreed that a three year forecast should be prepared to ensure a realistic plan was in place for increasing the Parish Council's reserves in line with the new draft policy. Finally, it was agreed that the revised draft budget forecast would be added to the November 2019 Parish Council meeting agenda.

5 Any other business

The Clerk and Mrs. Rolfe agreed to review the constitution and current status of the Farnham Royal Charities.

6 Date and time of next meeting:

The meeting closed at 11.45am. The next meeting is 13 January 2020 at 10am in the Parish Council Office, 1st Floor, Sherriff House, The Broadway, Farnham Common, SL2 3QH

Signed as a true record of the meeting:-

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Chairman