

Minutes of the Meeting of Doddinghurst Parish Council Finance and Resource Committee held on Wednesday 15th May 2013 @ 19.30, Parish Room, Doddinghurst Road, Doddinghurst.

Present: Clrs. Mrs Dicker (Chairman), A. Farrow, G.W. Bateson, C Enderby

1. **Apologies for absence.** Clr G. Smith
2. **Declaration of Interests relating to items on the agenda.** None declared.
3. **Resolved:** Approved the minutes of the meeting of the 17th April 2013.
4. **Information:** Noted, updates on the following:
 - Bank reconciliation for 12/13 completed.
 - External audit return completed.
 - Audit Variance analysis completed.
 - External Auditors letter completed.
 - Annual Report for 12/13 completed.
 - Meeting with BBC on 14 May 14 re. Parish Liaison Meeting issues raised.
 - June 2013 Newsletter with financial report issued for publication.
 - Councillor Registration of Interests still incomplete.
5. **Information** - Capital Project Finance provision was reviewed.
6. **Information** - Income forecasts for future year's v operational costs trend was reviewed. It was noted that the overall trend line on income was downwards whilst the trend line on costs was rising, with the two crossing in about 2015. The Committee also considered potential solutions to issues arising from items 5 and 6, including short term precept increases, short term PWLB borrowing and grant applications as a means of funding capital projects and resolving long term cash flow difficulties.
7. **Resolved:** Agreed that Extraordinary Meeting of the PC should set out to brief councillors on the current financial status of the Council, future income v cost challenges arising, and the impact of pending projects on the financial resources of the Council, with potential solutions.
8. **Resolved:** Agreed that the 2013/14 Governance and Policy handbook remained valid and that no amendments are required.
9. **Resolved:** Agreed that Insurance Renewal (including Fidelity Cover) would be placed with Came and Co for 2013/14 year subject to a review of the small print by the Clerk .
10. **Information:** Risk assessments 2013/14 - pro forma's for the 2013/14 risk assessment reviews were issued.
11. **Any Other Urgent Business strictly for information only.**

The meeting was closed at 20.30

Signed:

Dated: 16th October 2013