



MINUTES OF A MEETING OF THE OFFICE AND FINANCE COMMITTEE OF MAWNAN PARISH COUNCIL HELD ON THURSDAY 23RD JULY AT 6.00PM ONLINE VIA ZOOM.

PRESENT: Cllrs Marsden (chair), Faiers, Moyle, Nash & Toland

ALSO PRESENT: Mrs L Clements, clerk + Cllrs Gladstone & Bradley (late)

Because of restriction put in place due to Covid-19 the April meeting of the O&F committee was cancelled, with all matters devolved to the next meeting (when applicable). As a consequence the elected chairman will continue until April 2021.

323.20F **TO RECEIVE APOLOGIES FOR ABSENCE** – none noted

324.20F **MEMBERS TO DECLARE ANY INTERESTS IN THE ITEMS ON THE AGENDA (OVER £50) OR REQUEST DISPENSATIONS** – none noted

325.20F **PUBLIC COMMENT ON ITEMS ON THE AGENDA** – none noted

326.20F **TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 23RD JANUARY AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Faiers seconded by Cllr Nash and

RESOLVED that the minutes of the meeting held on 23rd January 2020 be approved and signed by the Chair

on a vote being taken the matter was approved unanimously

327.20F **TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.**

- Item 315 - some payments remain outstanding for the footpath leaflet reprint. Since this was originally issued well before the lockdown it was decided that it would be acceptable to chase up these payments with a final demand.
- Item 314 – Cllr Marsden said that prior to resigning Cllr Prasad had received information that the VAT on building a new facility could be reclaimed.
- Item 317 – this was not immediately required, but had to be done before the New Year. It was agreed to fit into the schedule when possible as an appointment of an individual with finance experience to assist with this was on the cards.
- Item 318 – almost all councillors were only now receiving emailed papers, with those needing paper versions receiving a limited list of documents.
- Item 319 – the clerk said that the change to accounting software had gone well, but that until the format of new reports was up for discussion she could not tell if councillors were happy. There were a lot of report variations and info that could be provided – it was just finding a happy balance.
- Item 322 – the clerks review had to be postponed but would now be arranged online at a suitable time.

328.20F REVIEW OF BUDGET FOR 2019/20 GIVEN END OF YEAR FIGURES RECEIVED

The clerk explained the end of year position and how these figures fed into the AGAR Return. There was only 1 significant issue and this was under Public Services, it being the toilet water leak and subsequent repairs.

Overspends on Lines 28 & 39 were also noted – line 28 being subcontracted Trust hours (reclaimed) and line 39 the accounting software and a move of the corporate subscription to HMVCG from grants.

Cllr Nash tried to make comment but his internet kept dropping out. He would rather have a face to face meeting to discuss his views on the O&F/ budget, which the chairman agreed to arrange through the clerk.

It was proposed by Cllr Faiers seconded by Cllr Toland and

RESOLVED that the end of year budget position be accepted as stated

on a vote being taken the matter was approved unanimously

329.20F REVIEW OF CURRENT BUDGET POSITION 2020/21 (1st quarter) AND DISCUSSION OF ANY SIGNIFICANT ISSUES OR AMENDMENTS FORESEEN

The clerk explained that because there was no April meeting the changes that has been due to be put in place at the start of the year (such as the inclusion of various income, updating the grants line to show the Solar Grant portion) had not been agreed to so as to show a 'revised budget'.

It was proposed by Cllr Faiers seconded by Cllr Marsden and

RESOLVED that the revised budget as discussed be confirmed and circulated provided that these changes were dated.

on a vote being taken the matter was approved unanimously

Meeting finished at 6.40pm