

Boughton Monchelsea Parish Council

Finance Committee

**Minutes of the Parish Council Finance Committee Meeting held at 8pm on
5th December 2024 in the parish office within Boughton Monchelsea
village hall, pursuant to notice.**

Present:

Cllrs A. Humphryes (Chair)
 D. Smith
 R. Martin
 J. Green

Parish Clerk

1. Apologies : Cllr Michael Allen
2. Filming of meetings : Nobody expressed any intention of filming the meeting
3. Notification of late items for inclusion on the agenda : none
4. To decide whether the public and press should be excluded from the meeting for any
Item : No excluded items
5. Declarations of Interest in Items on the Agenda / Requests for Dispensations : No
interests were declared
6. Matters outstanding from minutes 16th July 2024 :
The clerk advised that she had not yet contacted GTT for advice on how to go about
relinquishing the Parish Council's responsibilities as sole corporate trustee of the Village
Hall and Recreation Ground Repair Fund charity. It was noted that funds from the
Parish Council's VH & REC GRD ENDOWMENT FUND bank account were now being
transferred to the village hall bank account on a twice yearly basis. Following
discussion, it was agreed that the Parish Council should continue in its role as sole
corporate trustee of the charity.

The clerk stated that she had not yet carried out any mapping and photographing of
Parish Council assets but would make a start on this in the new year. **CLERK**

Cllr Smith stated that the new FOBMAT volunteer co-ordinator had offered to introduce
a contact of his in relation to voluntary advice on insurance cover.
7. Minutes of the meeting held on 16th July 2024
The minutes of the meeting held on 16th July 2024 were agreed by members and signed
by Cllr Humphryes
8. Decision items :
 - 8.1 25/26 budget : The clerk had prepared a draft budget which was circulated to members
in advance and was discussed in detail at the meeting. Minor amendments were agreed
and the amended draft would be put forward for approval at the full Parish Council
meeting in January. **CLERK**

It was noted that a letter had been received from St Peters Church requesting an increase in donation towards cutting the grass in the churchyard. Following discussion, it was agreed that the clerk should ask the church to submit three formal quotations for the grass cutting work, in time for the next full Council meeting. **CLERK**

Following discussion and assuming the owner gives permission, it was agreed to purchase and install a new Parish Council noticeboard outside Loddington farm shop, using up to £1,000 from the 2024/25 budget. Cllr Humphryes to action.

CLLR HUMPHRYES

- 8.2 25/26 precept : Based on the amended budget, a draft precept figure of £152,400 was proposed. It was noted this would give a reserve of £113,883 (75% of the precept). The clerk advised that good practice was to retain approximately a year's precept in reserve. It was noted that the monetary rise in precept from 2024/25 would be 10% and this would also represent a 10% increase for a band D property from £68.82 to £75.71 per year (assuming the 25/26 tax base figure is the same as this year's, which should be the case as few additional homes have been built in the parish over the last year). The increase from £68.82 to £75.71 per year represents an extra 13p per week for a band D property.

It was agreed that the draft precept figure of £152,400 should be put forward for approval at the full Parish Council meeting in January.

CLERK

9. Discussion items :

- 9.1 Legal services : It was noted that Cllrs Humphryes, Smith and Martin would be attending a meeting with Roger Taylor of Wellers on 9th December when various legal matters would be discussed.

- 9.2 Banking arrangements : The clerk noted that the Parish Council's current and reserve accounts had now been switched from Nat West to Unity Trust bank. She added that the BNG funds would soon be transferred to a new Unity Trust account. It was suggested that when the next tranche of money comes in, a large proportion of the overall BNG fund should perhaps be invested in the longer term, depending on interest rates. To be discussed further in the new year.

ALL MEMBERS

10. Any other Business. (Non decision items only) :

It was agreed that day rates should be obtained from three local landscape maintenance contractors, with the intention of using all three on a rotational basis (if competitive) for various small work items around the parish.

CLERK

11. Date of Next Meeting: To be agreed, to suit all finance committee members.

Post meeting note : Next meeting arranged for Thursday 20th March at 7.30pm

Meeting closed at 9.10pm.