



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF FINANCE AND FUNDING SUB-COMMITTEE MEETING
held at Stoneleigh at 2pm on 30th October 2020**

Initials:	Invited:
CA	Cllr Chris Addis (Chair)
AL	Cllr Ann Langridge
TC	Tan Cox (RFO & Clerk)

Declaration of any pecuniary interests relating to items in the agenda:	Action
None	
Apologies: None	
MINUTES OF F&F MEETING – 4th September 2020: The minutes of 4 th September were approved, and a copy will be posted to the website. MATTERS ARISING FROM F&F MEETING ON 4th September 2020 Regarding Pro-Futsal Nets for John Holt Play Area. OSPA have reconsidered and nets are not required. Regarding drawdown of £1072.60 from Community Venues. In hand. Regarding invoice for Walditch Village Hall windows. Now received. Regarding CIL monies report. Report on Agenda for Main Committee to approve on 9 th November 2020. MATTERS ROLLED OVER FROM F&F MEETING ON 4th September 2020 Regarding – missing Payment. Lloyds Bank have refunded the parish council. Matter now closed.	

Minutes agreed: Chairman

on 8th January 2021

	Action
<p>Recommendations from the Main Committee 12th October 2020 None.</p> <p>Recommendations from the Open Spaces and Play Areas sub-committee 26th October 2020 None</p> <p>Recommendations from the Traffic, Transport & Footpaths sub-committee 30th October 2020 DOG AND LITTER BINS</p> <p>Three new dog bins are needed in Bothenhampton and two new dog bins are needed in Walditch. The Finance and Funding sub-committee were asked to secure a budget for the purchase of the new dog bins, including an ongoing budget for emptying.</p> <p>A new litter bin is required for the Lower Walditch Play Area and the Finance and Funding sub-committee were asked to secure a budget for the purchase of the new litter bin, including ongoing budget for emptying. More information on page 3.</p>	
<p>MAIN BUSINESS</p> <p>Cash Flow Forecast – the latest iteration of the CFF was reviewed and approved. Cllr CA referred to the two additional pages (usually referred to as grants in/out) and asked Cllr AL if she could keep these two pages updated. Cllr AL agreed to do this.</p> <p>Next Years’ Precept – there was a lot of discussion surrounding the funding required for next year.</p> <p>Extra funding requirement for 2021/22:</p> <ul style="list-style-type: none"> • BANP JCC operational budget (2020/21 £505) and (2021/22 £1011) * • Dog and Litter Bin emptying (5 dog bins and one litter bin) estimated £2000 • Additional monies for Lengthsman (additional hours) £2000 • Salary increment – Clerk • Sub-committee recommend increasing the Precept to £50,000.00 to give some potential budget for green space projects which are as yet undefined but planned. <p>Current precept is £41, 500.00 and suggested increase is to £50,000.00”.</p> <p>RECOMMENDATION: the main committee to consider raising our precept request to £50,000.00.</p>	Cllr AL

*note: the budget of £505 contribution for BANP JCC in 2020/21 will come from current reserves.

* note: the amount of precept required in 2021/22 reflects the failure in past years to adequately fund the parish council’s activities.

	Action
<p>MAIN BUSINESS</p> <p>Lengthsmans Hours – The Clerk had provided the committee with a briefing note explaining that there had been confusion over the number of hours that the Lengthsman is scheduled to work for the parish council.</p> <p>The Clerk referenced two errors on the invoices received from Bridport Town Council which detailed a 200-hour work schedule charged at £18 per hour when in fact, this was confirmed as being only 100 hours charged at £20 per hour.</p> <p>The Clerk had contacted Bridport Town Council to ask how many hours had actually been worked up to February 2020, and this was confirmed as 196 hours. It follows that the parish council could be asked for additional funding in future years to cover this.</p> <p>Another issue highlighted was the schedule of work completed is sent with the invoice (twice a year in September and March), it is very difficult for the parish council to verify whether the work stated on the schedule has actually been done.</p> <p>It was AGREED that the Clerk would contact Bridport Town Council and ask for the schedule of work to be sent bi-monthly (ie, every two months) we can then better monitor expenditure.</p>	Clerk
<p>AOB</p> <p>Dog and Litter Bins – The Traffic Transport and Footpaths committee had requested 5 new dog bins and 1 new litter bin. There was discussion around the funding of these items.</p> <p>It was AGREED that the capital cost of the 5 new bins should be funded from the parish council’s reserves, this is estimated at £2,500. The ongoing emptying costs of the 5 dog bins, which is estimated at £1000 per annum will be added to the precept request for 2021/22.</p> <p>It was AGREED that the capital cost of the new litter bin for Lower Walditch Play Area should be funded from the parish council’s reserves, this is estimated as being between £250 and £400 depending upon which type of bin is chosen and is supplied by Dorset Waste Partnership. The ongoing costs of emptying the bin by DWP is estimated at £300 per annum.</p> <p>RECOMMENDATION: the main committee is asked to approve the funding of 5 new dog bins and 1 litter bin from current years’ reserves.</p>	
<p>Meeting ended at 3.20pm</p>	
<p>Next Meeting – 8th January 2020 at Stoneleigh, 2pm</p>	

SUMMARY OF AGREED ACTIONS – 30th October 2020

Action	Owner	Pages
Regarding Cash Flow Forecast - Cllr AL asked to keep the two additional pages, known as grants in/out up to date.	Cllr AL	2
Regarding Lengthsmans hours – request schedule of work completed bi-monthly.	Clerk	3

ITEMS ROLLED OVER – 30th October 2020

Action	Owner	Page
None		

RECOMMENDATIONS REFERRED TO MAIN COMMITTEE – 9th November 2020

Item	Page
Regarding 2021/22 Precept - the main committee to consider raising our precept request to £50,000.00.	2
Regarding Dog and Litter bins - the main committee is asked to approve the funding of 5 new dog bins and 1 litter bin from current years' reserves	3

RECOMMENDATIONS REFERRED TO OSPA SUB-COMMITTEE – 28th December 2020

Item	Page
None	