



Bothenhampton & Walditch  
Parish Council since 1886

**MINUTES OF FINANCE AND FUNDING SUB-COMMITTEE MEETING  
held at Stoneleigh at 11am on 4<sup>th</sup> September 2020**

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

<b>Declaration of any pecuniary interests relating to items in the agenda:</b>	<b>Action</b>
None	
<b>Apologies:</b> None	
<b>MINUTES OF F&amp;F MEETING – 3<sup>rd</sup> July 2020:</b> The minutes of 3 <sup>rd</sup> July were approved, and a copy will be posted to the website.  <b>MATTERS ARISING FROM F&amp;F MEETING ON 3<sup>rd</sup> July 2020</b> Regarding – Missing Payment. A confidential report was submitted to the main committee meeting on the 13 <sup>th</sup> July 2020. Regarding – PlayQuest. Work has now been completed – action completed. Regarding – Playdale. Work has now been completed – action completed.  <b>MATTERS ROLLED OVER FROM F&amp;F MEETING ON 3<sup>rd</sup> July 2020</b> Regarding – Parish Audit Supporting Statement – see page 2. Regarding – Missing Payment. See page 3.	

Minutes agreed: Chairman

on 30<sup>th</sup> October 2020

	Action
<p><b>Recommendations from the Main Committee 13<sup>th</sup> July 2020</b></p> <p>None.</p>	
<p><b>Recommendations from the OSPA sub-committee 31<sup>st</sup> August 2020</b></p> <p>An original invoice (dating from installation) detailing the cost of the equipment at John Holt and John Gundry playgrounds could not be located and therefore the initial cost of the equipment cannot be ascertained with any certainty. It is recommended by the OSPA committee that the insurance cover for the two play areas should be uplifted by 5%.</p> <p>After consideration, the F&amp;F committee agreed that an uplift of 5% should be made, however this should extend to all three play areas.</p> <p>Action: The Clerk to ensure the insurance cover is increased by £1500 for each play area in 2021/22.</p> <p>Regarding John Holt Play Area. Cllr JB requested that a small sum of money is set aside in the 2021/22 budget for the purchase of Pro-Futsal Nets 4mm diameter for the play area.</p> <p>After consideration, the F&amp;F committee agreed the expenditure, however, Cllr AL said that she did not think the nets were needed and will raise this with Cllr JB at the next OSPA meeting.</p>	<p>Clerk</p> <p>Cllr AL</p>
<p><b>MAIN BUSINESS</b></p> <p><b>Cash Flow Forecast</b> – the latest iteration of the CFF was reviewed and approved. There was discussion around the various ringfenced grants and Cllr AL suggested that the money available from Dorset Council of £1072.60 for community venues could be drawn down and amalgamated with the CIL money that had already been received for the Walditch Village Hall windows. Cllr CA confirmed that the quote for a double-glazed option (window) is still being sought.</p> <p>It was agreed that Walditch Village Hall is a community venue and the upgrade to the windows (double glazing) is capital expenditure. The Clerk agreed to progress the drawdown of the £1072.60.</p> <p>Cllr CA agreed to chase the invoice for the Walditch Village Hall windows.</p> <p>Cllr AL referred to the £902.58 under 'play areas' and suggested that this be allocated to the Lower Walditch Play Area. She agreed to raise this at the next OSPA meeting. Clerk to place onto the Agenda.</p>	<p>Clerk</p> <p>Cllr CA</p> <p>Cllr AL Clerk</p>

	Action
<p><b>Receipt of VAT</b> – The clerk confirmed that the parish council had received two VAT refunds in the sums of £2467.45 (2019/20) and £5135.00 (2020/21).</p> <p><b>Missing Payment</b> – there was discussion around this and the fact that no action had been taken by the bank to resolve it. The Clerk has now involved the Financial Ombudsman and wrote on the 26<sup>th</sup> August. An acknowledge from them was received the following day.</p> <p>The Clerk agreed to send the last communications with Lloyds Bank to Cllr CA</p> <p><b>Receipt of Dorset Council Section 106 monies</b> – The Clerk confirmed that a sum of £18,433.91 had been received by the parish council.</p>	Clerk
<p><b>AOB</b> The Clerk informed councillors that a CIL report needs to be written and placed on the council's website explaining what the CIL money of £4743.00 had been spent on and its benefit to the community. Cllr CA confirmed that he would put some text together.</p>	Cllr CA
<b>Meeting ended at 11.45am</b>	
<b>Next Meeting</b> – 30 <sup>th</sup> October 2020 at Stoneleigh, 2pm	

#### ITEMS ROLLED OVER – 4<sup>th</sup> September 2020

Action	Owner	Page
Regarding Missing Payment – inform F&F of further developments	TC	3

#### SUMMARY OF AGREED ACTIONS – 4<sup>th</sup> September 2020

Action	Owner	Pages
Regarding Insurance cover for Play Areas – Clerk to ensure the insurance cover is increased by £1500 for each play area in 2021/22.	Clerk	2
Regarding purchase of Pro-Futsal Nets for the John Holt play area – Raise need for new nets with the OSPAs sub-committee	Cllr AL	2
Regarding drawdown of £1072.60 from 'Community Venues' ringfenced monies held at DC - Progress drawdown.	Clerk	2
Regarding invoice for Walditch Village Hall windows - chase invoice.	Cllr CA	2
Regarding missing payment – send last correspondence received to Cllr CA	Clerk	3
Regarding Report on CIL Monies – draft report for uploading to website	Cllr CA	3

**RECOMMENDATIONS REFERRED TO MAIN COMMITTEE – 14<sup>th</sup> September 2020**

Item	Page
None	

**RECOMMENDATIONS REFERRED TO OSPA SUB-COMMITTEE – 26<sup>th</sup> October 2020**

Item	Page
Regarding the sum of £902.58 ringfenced monies under 'play areas' - raise this at the next OSPA meeting. Clerk to place onto the Agenda.	Cllr AL Clerk Page 2