



RAYNE PARISH COUNCIL

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MINUTES OF FINANCE COMMITTEE MEETING
HELD ON 14TH FEBRUARY 2022

In attendance:

Cllr Paul Willis, Chair

Cllr Ann Hooks

Cllr Michael Eldred

Clerk: Mrs A Brown

Apologies:

Cllr T Agutter

Cllr G Meehan - Resignation

Cllr D Pickton

Cllr T Rippingale

Minute/Lead	BUSINESS	DECISION
22/056F	APOLOGIES	Resolution
All	To receive, and consider for approval, apologies for absence and reasons given. Members are reminded that LGA1972, s85, states that apologies for absence must be received prior to a meeting.	It was reported that Cllr Meehan has resigned from the council. Apologies were accepted – Proposed by Cllr Hooks, Seconded: Cllr Eldred, all agreed
22/057F	DECLARATION OF INTERESTS	Information
All	To declare any disclosable pecuniary, or non-pecuniary interests relating to items on the agenda.	No declarations were made.
22/058F	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 10TH JANUARY 2022	Resolution
	To agree and sign the minutes of the previous Finance Committee meeting.	Proposed: Cllr Hooks, Seconded: Cllr Eldred
22/059F	PUBLIC FORUM	Information
	A period of 15 minutes to hear public questions and comments. There will be a time limit of 3 minutes per person to make a statement or ask a question at the discretion of the Chair.	No attendees

22/060F	POLICIES To review and agree the following policies: Fixed Asset Review Grant Funding Policy Request to see Village Hall Management committee insurance.	Information Both policies were reviewed. Grant funding policy had dates changed on the application form for this coming year. Policies to go forward to full council on 7 th March for ratification. Only Capital exp. is walls. Need to know about insurance for existing and new walls.
22/061F Clerk	CLERKS REPORT/CORRESPONDENCE Still waiting for bank password to be able to make payments. Staff have agreed to wait for wages. Finances on spreadsheet up to date.	
22/062F All	SPENDING Position of bank balance reviewed figures in please.	Information Need to find 365 licences
22/063F 22/063.1F All	ACTION PLANNING 12 Month Action Plan Review 2021-22 Action Plan Take off Youth Council/Slow ways to remain	Information Add in Jubilee Celebrations. Move to Full Council.
22/062.2F Key councillor objectives	5yr Business Plan Review/Plan additions 2022-27 Add additions from revised 12-month plan How do these additions affect the budget? Budget forecast: staffing costs are a calculation not a forecast. Other costs are an estimate.	Actively promote the parish council. Need to consider succession planning. Move to Full Council.
22/063F All	BUDGET Review of reserves. Ideal general reserve of £37,000. Increase election costs by £500 = £621 Review of budget headings. No neighbourhood plan will be done this year but will leave the £400 in the budget. Development fighting fund will remain as it is. Add £500 to remembrance walls budget £2,753. Open spaces - equipment = £18,000.	Proposals Inclusion of a Tree Maintenance Fund £3,223. Create IT & Comms fund with £3,000 budget. Cllr Willis to write a full report for full council to explain the movement of earmarked funds. Pension needs to begin in April.
22/064F	BANK ACCOUNT	Information

All Bank account should be up and running by 18th February. Bank reconciliation has been completed.

22/065F	PRIVATE SESSION	Resolution
	<i>To agree the exclusion of the public and press for the consideration of the following items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972:</i>	Proposed: Cllr Hooks Seconded: Cllr Eldred
22/066F	Groundsmen Salaries Increase in groundsmen salaries effective from 1 st April 2022.	Salaries to come into line with BDC as previously scheduled. Weekly hours to increase to 11.
22/067F	RETURN OF THE PRESS & PUBLIC TO THE MEETING	Proposed: Cllr Hooks Seconded: Cllr Eldred
22/068F	ITEMS FOR INFORMATION/FUTURE MEETINGS Discuss future format of meetings. Look at delegation of power to committees. Structured Agendas?	
22/069F	DATE OF NEXT MEETING Close of meeting 21.30	Information