



LPC FINANCE COMMITTEE MEETING

Draft Minutes of meeting on 6 October 2022 at 6PM, St Peter's Parish Office

Attended by Cllrs: Thomas Briggs, Mark Wilson (Chair), John Thompson, Laila Turner

Clerk/RFO – Sophie Martin

1. Apologies for absence
Bernie De Haldevang – work commitments
2. Declaration of Interest
None
3. Minutes from Last meeting (7 July 2022 – draft minutes already online)
All approved and signed without changes.
4. Q2 reconciliation for sign off
Happy with the reconciliation. Approved and signed
5. VAT reclaim for Q2 (including YFS reclaim for Limpsfield Way)
Approved without changes. To note most of the reclaim is for LNP account for Your Fund Surrey.
6. Budget/Reconciliation overview for Q2
Overview estimates around £40K available funds remaining in the accounts at the end of the financial year, assuming all budgets are fully spent. This includes Parking Allocation fund £10K which is unlikely to be spent this year as there is currently no known opportunity for off-street parking. Also includes £10K allocated for CAAMP implementation projects but this may not be spent in this financial year.
7. CIL update – to note any upcoming payments
We have £1854 due from Priest Hill application (single house and garage) this October. Email from TDC CIL department circulated indicates a further £3708 from Priest Hill in April and potential £25940 from Green Hedges assuming TDC has received this money.
8. Standing Orders review and update
Minor amendments made to:

3.c and 3.i. – removal of alternative text suggestion

9.b. with regards to only allowing additional motions / budget proposals at meetings for items under £500 without the required 3 clear days' notice.

19 and 20 – removal of alternative copy not related to Limpsfield Parish Council.

9. Risk Assessment review and update

Minor amendments made to section P1. Addition of note regarding PL insurance and P3 regarding payments to the Clerk. For circulation prior to LPC meeting on 10/10/22 and recommendation to approve.

10. Financial Regulations review and update

Minor amendment made to 4.2 to clarify that only in exceptional circumstances (tight timeframe or lack of monthly meeting) may expenses (other than those under £250 as per 4.1.) be approved via email. Ordinarily all expenses must be approved in person at a Full Council meeting.

11. AOB

Initial budget draft to be circulated via email amongst Councillors, with request for any specific suggestions at November Full Council meeting (14 November). Draft budget to then be taken to December 2022 Parish Council Meeting for further discussion and approval. Final approval can be made at January's Full Council meeting.

Next meeting 5th January 2023

Meeting ended 19.25.