



## ***Draft Minutes of the Limpsfield Parish Council Finance Committee held on 19<sup>th</sup> October 2023 at 6PM, St Peter's Parish Office***

*Attending Cllrs: Mark Wilson (Chair), Thomas Briggs, Antony Taylor and John Thompson.*

1. Apologies for absence  
Bernie De Haldevang
2. Declarations of Interest  
None
3. Minutes from Last meeting (July 2023 draft minutes already online)  
Approved and signed as circulated. No additional comments.
4. Q2 reconciliation  
Clerk/RFO presented the reconciliation overview and background documents for signature. Approved - to note at next full council meeting.
5. VAT reclaim for Q2
  - VAT Claim 1 July to 30 September 2023 - Agreed as circulated - to note at next council meeting. Claim amount is £1,977.29.
  - Clerk to submit to HMRC.
6. Overview Expenditure to date vs budget
  - At end of September, LPC had £102,342 in the bank, having received all precept payments for the current financial year and £32,458.95 in CIL money in April.
  - Clerk confirmed that LPC will receive a further £7,360.70 in CIL in October, which is more than expected due to some additional money from Green Hedges. There is a further amount outstanding, currently in dispute between TDC and Green Hedges developers. No other CIL eligible developments are known at this time.
  - We are in a very good position with funds to look at some projects for the coming years.

- Underspend - CAAMP for projects not yet undertaken and CCTV not yet spent as delay in project due to licences. LPC has committed £4554.
- We estimate around £20K spend (TBC) to the rest of the year in Running Costs, CAAMP (c£10K) and CCTV (c£5K).
- Clerk to circulate basic outline of budget based on current year general running costs (which should not really change except for some inflation and Clerk's salary increase) and tonight's discussions on potential budget areas. Budget to clearly separate reserves (General, Playground, LW Maintenance) from rest of available balances for expenditure.

#### 7. Update of Banking Resolution:

- Mark Wilson gave overview of proposed changes to the banking resolution which will be recommended to the full council (attached). This is primarily to raise maximum for online payments to £10,000 to reduce need for cheques and correspond to bank's online payment limits.
- The resolution also includes addition of Antony Taylor as authorised signatory.

#### 8. Review of minor changes to Statutory Documents - Standing Orders / Financial Regs / Risk Assessment for 2023/24

- No changes to Standing Orders
- Minor change to Financial Regulations: 4.2 – simplification.
- Re-order of 10.1.h – contracts section – to list obligations for quotes from low to high values and make simplification: £1-2999 – one quote; £3,000-£9,999 – 2 quotes and over £10,000 – 3 quotes.

#### 9. AOB

To note, TB had a brief conversation with Peter Damesick of Oxted PC with regards to looking at disparity of cost to Limpsfield residents for burial in Oxted burial ground compared to cost for Oxted residents. For potential wider discussion at a later date.

Meeting ends 19.36.