



# HORNDDEAN PARISH COUNCIL

## FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD VIRTUALLY ON MONDAY 1<sup>st</sup> FEBRUARY 2021 AT 7:00 PM WITH MICROSOFT TEAMS

**PRESENT:** Cllr D Alexander (Chairman), Cllr Mrs. L Evans, Cllr A Forbes, Cllr J Lay, Cllr B Raymond, Cllr D Prosser, Cllr P Little

**IN ATTENDANCE:** Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Minute Taker); Simon Ritson, Responsible Financial Officer.

**PUBLIC ATTENDANCE:** There was no members of the public or the press present.

**F&GP 014/20/21** **TO RECEIVE APOLOGIES FOR ABSENCE**

All committee members were in attendance.

**F&GP 015/20/21** **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

**F&GP 016/20/21** **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public or the press present.

**F&GP 017/20/21** **TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 7<sup>th</sup> DECEMBER 2020**

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee meeting held on the 7<sup>th</sup> December 2020 are duly signed as a true record of the meeting.

This was proposed by Cllr D Alexander and seconded by Cllr B Raymond. All agreed.

**F&GP 018/20/21** **TO RECEIVE AND CONSIDER THE QUARTERLY MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31<sup>st</sup> DECEMBER 2020**

The quarterly management accounts were circulated prior to the meeting. A brief discussion took place.

Cllr J Lay raised a concern that the general reserve position has dropped below the recommended 3 months operating costs.

The quarterly management accounts were duly noted.

**TO RECEIVE A FINANCIAL UPDATE IN RESPECT OF THE JUBILEE HALL CONSTRUCTION PROJECT**

The RFO informed members that 2.5% of the overall budget has been retained for a period of 12 months to cover any snagging issues which may arise.

The RFO drew members' attention to Page 9 of the Contingency analysis. It is noted that the remainder of the contingency funds will be released back to the general reserves at the end of the financial year.

Cllr D Alexander requested that the terms of the loan agreement be checked to ensure that Council will not be paying any penalty charges.

Meeting closed at 7:26 pm

*Dave Alexander*

.....  
Chairman

17 MAY 2021

.....  
Dated