

# BUCKHURST HILL PARISH COUNCIL

## MINUTES OF THE FINANCE & ESTABLISHMENT COMMITTEE HELD AT 8.30pm ON THURSDAY 5 September 2019 AT BUCKHURST HILL LIBRARY, 165 QUEENS ROAD

**012/19 PRESENT**

Cllrs: Miss G Reynolds (Chairman)  
Mr S Clark  
Mrs S Patel  
Miss S Watson  
Mr N Wright

In attendance: Mrs V Evans (Interim RFO/Deputy Clerk)

**013/19 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllr Mr B Nagpal and Cllr Mr S Neville.

**014/19 DECLARATIONS OF INTEREST**

There were no declarations of interest from Members in any item on the agenda.

**015/19 MINUTES**

The minutes of the meeting held on 20 June, circulated, were approved and the Chairman authorised to sign them.

**016/19 PUBLIC PARTICIPATION**

There were no members of the public present.

**017/19 CHAIRMAN'S AND CLERK'S COMMUNICATIONS**

The Interim RFO advised of the following –

**VAT** – for practical reasons, arrangements would be made for the briefing session outside of council meetings.

**PRS/PPL** licences for the halls – last year there was a significant increase in charges which the new collection company PRS/PPL Ltd were not prepared to properly discuss. Contact had been made this year and it was expected there would be a reduction in charges and possibly a refund.

**018/19 FINANCE**

1 A report of the Council's financial position as at 31 July, circulated, was discussed and accepted.

2 The Bank Reconciliations and Trial Balance at 31 July, circulated, were noted.

3 Payments and receipts for 1 April to 31 July, circulated, were noted.

4 Estimated income for the Halls for the second quarter, July to September, circulated, was noted. There was brief discussion about hall charges.

**019/19 FINANCE AND ESTABLISHMENT ITEMS OF CONCERNS**

(a) There were no items of concern.

(b) Items for the next agenda

There was discussion about the provision of monies for grants that could be awarded by this Council. It was noted that the Council has a Grants Policy and a small amount for grants in this year's budget.

There being no further business the Chairman closed the meeting at 8.50pm.

Chairman .....

Date .....