

BRAUNTON PARISH COUNCIL



Minutes of the Finance & Administration Committee meeting held in the Council Chamber at 6:00 pm on Monday, 25 June 2018

- Present** Cllrs D Spear in the Chair, E Spear, Mrs Chesters, Mrs Wellstead and Bradford.
- FA/06/2018/19 **Apologies** Received and accepted from cllrs Bunyard and de Groot.
- FA/07/2018/19 **Declarations of Interest** There were none.
- FA/08/2018/19 **Minutes** The minutes of the Finance and Administration Committee meeting held on 29 May 2018 be approved as a correct record and signed by the Chair. (NC)
- FA/09/2018/19 **Financial Reports**
- a. Members considered the Council's budget monitoring report attached as Appendix A.
- RECOMMENDED: That the Council's budget monitoring report for June be noted. (NC)
- b. The Committee considered the Council's bank transactions for the period 30/05/2018 to 25/06/2018, attached as Appendix B.
- c. RECOMMENDED: That the Committee approves the bank transactions during the period 30/05/2018 to 25/06/2018, as attached. (NC)
- d. The Committee considered staff salaries for May 2018, attached as appendix C.
- RECOMMENDED: That the Committee approves staff salaries for June 2018. (NC)
- FA/10/2018/19 **Parish Council's Application for Online Banking** The Clerk updated members regarding progress made with the Council's application to apply for online banking.
- RESOLVED: That
- a. there be a minimum of 9 cllrs registered to have access to the Council's online banking.
- b. the staff to be paid via online banking to begin with and the Council continues paying its suppliers by cheque for the time being. (NC)

The meeting closed at 6:30 pm

.....Chairman

Braunton Parish Council - Appendix A
Income Budget 2018/19 - Finance and Admin Meeting 25/06/18

Income to date	Predicted Income
£60,141.00	£120,282.00 Precept
£5,094.00	£8,680.00 NDC Parish Grant
£1,730.50	£3,461.69 Council Tax Support Grant
£1,004.00	£12,000.00 Parish Hall Lettings
£3,275.00	£16,000.00 Rents
£4,016.00	£4,016.00 Urban Grass DCC
£4.60	£20.00 Interest
£75,265.10	£164,459.69

Braunton Parish Council - Appendix A
Expenditure Budget 2018/19 - Finance and Admin Meeting 25/06/18

Expenditure to date	Budget	Remaining Budget	
£1,873.77	£5,000.00	£3,126.23	General
£2,090.91	£4,000.00	£1,909.09	Election
£0.00	£275.00	£275.00	Chairman's Allowance
£119.78	£700.00	£580.22	Bakehouse Rates
£0.00	£0.00	£0.00	Public Conveniences
£0.00	£0.00	£0.00	Flood Resilience
£27,710.46	£94,409.69	£66,699.23	Staff Costs
£1,761.05	£8,000.00	£6,238.95	Parish Hall
£2,977.70	£12,800.00	£9,822.30	Parks & Gardens
£3,321.15	£4,000.00	£678.85	Property
£9,687.33	£35,275.00	£25,587.67	Finance & Admin
£49,542.15	£164,459.69	£114,917.54	

Expenditure to date	Budget	Remaining Budget	
£3,217.84	£16,000.00	£12,782.16	Rates
£0.00	£3,000.00	£3,000.00	Parkeon
£552.14	£2,500.00	£1,947.86	Loomis
£2,051.64	£8,000.00	£5,948.36	NDC
£0.00	£600.00	£600.00	Tickets
£54.51	£240.00	£185.49	SWWA
£5,876.13	£30,340.00	£24,463.87	
Income to date	Predicted Income		
£17,650.00	£112,000.00	Car Park Revenue	
£3,455.41	£5,700.00	Permits	
£21,105.41	£117,700.00		

Braunton Parish Council - Appendix A
Car Park Budget Income / Expenditure 2018/19 - Finance and Admin Meeting 25/06/18

Expenditure to date	Budget	Remaining Budget	
£3,217.84	£16,000.00	£12,782.16	Rates
£0.00	£3,000.00	£3,000.00	Parkeon
£552.14	£2,500.00	£1,947.86	Loomis
£2,051.64	£8,000.00	£5,948.36	NDC
£0.00	£600.00	£600.00	Tickets
£54.51	£240.00	£185.49	SWWA
£5,876.13	£30,340.00	£24,463.87	
Income to date	Predicted Income		
£17,650.00	£112,000.00	Car Park Revenue	
£3,455.41	£5,700.00	Permits	
£21,105.41	£117,700.00		

Finance and Administration Committee Meeting 25 June 2018

Braunton Parish Council		
Account Transfers		
Gen. Acc. 00898292 Wages Acc. 00898306 Car Park 00905701	Transfer for period: 30/05/2018 to 25/06/2018	
14/06/2018	£2,397.71	Car Park – General
14/06/2018	£10,000	Car Park – Wages

PARISH CLERK: T Lovell

DATE: 25-06-18.



Employee	w/c 04/06/18	w/c 11/06/18	w/c 18/06/18	w/c25/06 /18	Total	Hours Worked	Contracted Hours	
Staff Number 11	£361.26	£722.52		£390.25	£1,474.03	165.25	162	£8.92
Staff Number 16					£3,019.80	172.08	148	£17.51
Staff Number 17	£413.40	£424.00	£424.00	£413.40	£1,674.80	158	160	£10.60
Staff Number 19	£365.72	£312.20	£312.20	£312.20	£1,302.32	146	140	£8.92
Staff Number 20					£592.47	60	60	£8.92
Staff Number 22					£1,461.43	160	160	£8.92
					£9,524.85			