

STILTON PARISH COUNCIL

Minutes of the Stilton Parish Council's Human Resources, Finance, General Purpose and Communication Committee meeting held on Tuesday 21 January 2020 in the Parish Room, Stilton

Present:

Councillors: Dorling (Chair), Angus and Ayres.

Clerk: Lawrence

FGPC1/01/20 APOLOGIES FOR ABSENCE

No apologies for absence were received. Councillor O Leonard was absent.

FGPC2/01/20 DECLARATIONS OF INTEREST

There were no declarations made.

FGPC3/01/20 PUBLIC PARTICIPATION

No members of the public were in attendance.

FGPC4/01/20 MINUTES

Resolved That the minutes of the meetings held on Tuesday 17 September 2019 and Tuesday 26 November be confirmed as a correct record and signed by the Chairman.

FGPC5/01/20 PARISH COUNCIL FINANCES

Members received a comprehensive report into council finances (attached) and were asked to consider a number of resolutions following the projected end of year balance of £36,000. An update on the rates appeal detailed how the appeal had been submitted and the final decision should follow shortly.

Resolved

FGPC5/01/20.1 Procedure for end of year account balances was established whereby the FGPC committee is to meet on 24/03/20 and formalise the budget for the 2020/21 financial year which will be presented to the PC at the April 2020 meeting

FGPC5/01/20.2 The balance on the current account at year end will be transferred into the Capitol fund as a resilience fund

FGPC5/01/20.3 That £15,000 of the outstanding £35,000 'loan' from the Capitol account will be repaid in February 2020 and a further £10,000 will be repaid into the Capitol account in March 2020 leaving a 'loan' balance of £10,000

FGPC5/01/20.4 That setting up a sinking fund for capitol replacement works will be revisited once the outcome of the rates appeal is known.

FGPC6/01/20 AUDIT

Members discussed the yearly audit and agreed a timetable for the internal and external auditors.

Resolved Following the year end on 31/03/20, works in preparation for the Internal Auditor will commence with approval sought for the Annual Governance Statement at the May PC meeting. This should then allow enough time for the Internal Audit Report to be received before the full Annual Governance and Accounting Return can be sent to the external auditors at PKF in July 2020.

FGPC7/01/20 WEBSITE/HALLMASTER UPDATE

The committee was informed that the new website is currently being built (Councillors had received a link to the new website earlier on in the week for inspection) - that more information was being sent to add to the content already migrated from the current site and that the booking software from Hallmaster was ready to be added.

Resolved A provisional 'launch' date of 31/03/20 was set for the new website and booking software.

FGPC8/01/20 COMMUNICATION WITH VILLAGE

a) Feedback was provided on the recent VE Day Planning Party when a Working Group had been set up. Their first meeting will be on 01/02/20
b) Members discussed how Facebook and the new website could improve communication with the village. It was suggested that the Parish Council could hold a much different Annual Meeting in May this year with increased appeal to the community.

Resolved

To pass on ideas regarding the Annual PC meeting to the next Parish Council meeting in February.

FGPC9/01/20 THE 1789 DANIEL MENDOZA AND RICHARD HUMPHRIES FIGHT

A selection of ideas were put forward regarding this historical local event.

Resolved

Ideas on how to commemorate this important event to be passed on to the Parish Council at the meeting in February for approval.

FGPC10/01/20 DATE OF NEXT MEETING

The date of the next meeting was set for 24 March 2020.