

**Draft Minutes of the Papworth Everard Parish Council  
Finance Committee Meeting  
Held on the 20<sup>th</sup> November 2013  
In the Parish Council Meeting Room, Upper Pendrill Court  
At 7.30 pm**

**Present:** Chris Meakin chairman (CM), Bob Baker (BB), Chris Howlett (CH), Paul Phillips (PP).

**In attendance:** Tess Rogers Clerk

- 1. Apologies for absence**  
Paul Hicks, delayed at work
- 2. Declarations of pecuniary interest**  
None declared
- 3. Acceptance of the minutes of the last meeting held on Wednesday 18<sup>th</sup> September 2013.**  
It was resolved to accept the minutes as a true record of the meeting.
- 4. Update on current financial position.**  
The clerk had circulated a summary of the receipts and payments to date including the percentage of budget spent. Receipts stand at £624,757.54 with expenditure at £188,397.98 (see report attached to these minutes).
- 5. Advice required regarding a small overpayment made to a former employee.**  
The clerk reported a small overpayment of £22.00 had been made, it was resolved that, considering the input made by the former employee, this amount should be written off.
- 6. To review the S106 account.**  
The clerk tabled a report showing the movements made within the account year to date. The current balance stands at £1,054,997.86 (see report attached to these minutes).
- 7. To consider the budget and set the precept for the 2014/15 financial year. A recommendation to approve the precept level will be made to the parish council at its' December meeting.**  
The clerk had circulated a draft budget to the committee prior to the meeting. The committee worked through this, making any necessary changes, resulting in a budget figure of £97,500.00 being agreed for the 2014/15 financial year. PP proposed that a recommendation be made at the next parish council meeting, to request this sum as the 2014/15 precept. CH seconded this and all agreed. It must be noted that although this is a higher figure than in previous years, due to the number of new homes in the village it will represent a very small increase of approximately £1.00 per month on parishioners council tax. The parish council is unable to subsidise the budget as in the past, due to the loss of the South Cambs District Council grant and the need to conserve funds for the village hall project.

8. **To consider information received regarding payroll services received from LGS services.**  
The information was noted. However it was decided that at the present time it is not necessary to outsource this council function.
9. **Date of next meeting.**  
To be arranged.

Closure of meeting  
The meeting was closed at 20.45

Signed:  
Chairman

Date: