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**Minutes of the Bluntisham Finance Committee Meeting  
Monday 18<sup>th</sup> April 2016 at 8pm in The Village Hall, Mill Lane, Bluntisham**

**Present:** Mr Gary James, Mrs Philippa Hope, Mrs Anne Parsons, Mr Rob Gore, Mr Alan Moules, Mrs Kathy Searle, Mr Mike Francis & Mrs Tracey Davidson (Clerk)

	<b>Open Forum:</b> Mrs Joan Gutteridge was in attendance and had no comments to raise.	
1	<b>Declarations of interest for items on the agenda</b> –None.	
2	<b>Apologies for absence</b> – None.	
3	<b>CCLA – Local Authority Property &amp; Deposits Fund</b> – following the PC meeting it was raised that parish councils can't invest in any scheme which isn't 100% FSCS protected. The Finance committee agreed not to investigate this fund further but to research other investment options which are FSCS protected. The clerk and Mr Rob Gore are to research options. <i>(Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.)</i>	Clerk/Rob Gore
4	<b>Minutes of the Finance meeting dated 22<sup>nd</sup> February 2016 to be approved and signed</b> – Minutes approved and signed by Mr Rob Gore. <i>(Proposed Mrs Philippa Hope Seconded Mr Alan Moules. All agreed)</i>	
5	<b>Bank reconciliation to be reviewed and signed</b> – the bank reconciliation for February & March has been reviewed online but the clerk bought the wrong copies to the meeting. It will be signed at the next PC meeting on 25 <sup>th</sup> April 2016. No queries were raised.	
6	<b>Pension Scheme update</b> - Mrs Philippa Hope advised that Mr D Triggs (IFO) can't find a provider who is happy to provide a single worker scheme as per our requirements and therefore has suggested the NEST scheme as the preferred option. This wasn't the PC's first choice due to the methods of payment, however, as the PC has online banking now this should make it easier. It will also save £1500 set up costs. The clerk and Mrs Philippa Hope are to set up the scheme in line with the staging date of 1 <sup>st</sup> August 2016. The decision to allow the finance committee to make the necessary arrangements for the pension including the decision on the provider was given by the full council on 7.9.15 item 2194. <i>(Proposed Mrs Philippa Hope, seconded Mr Gary James. All agreed.)</i>	Philippa Hope/clerk
7	<b>Annual Return – 31.3.16</b> – The clerk went through audit and explained each column. The committee were fine with the information and would like the annual return to be scanned and sent to them to review before the PC meeting. Mrs Joan Gutteridge asked if any profits made on the village hall would be separated and not go into the parish council accounts to balance the books. Mr Rob Gore advised this wasn't necessary as the PC accounts are not ending in a negative figure. Both the village hall and parish council accounts are in credit at the end of the financial year.	
8	<b>2016/17 review budget and accounting methods</b> – Mrs Philippa Hope discussed how miscellaneous income is credited and debited and asked if community payments and receipts could be shown separately on the accounts. This is to include payments like the Feoffees, cricket club nets, etc. The clerk is to add this column to the new	Clerk

	accounts. <i>(Proposed Mr Rob Gore, seconded Mr Alan Moules. All agreed.)</i>	
9	<b>Litter Bin – Ouse Valley Way</b> - the finance committee agreed that money isn't available to purchase a bin for the Ouse Valley Way and suggested if the RSPB or HDC thought it advisable to have a bin then they should be invited to purchase one. <i>(Proposed Mrs Philippa Hope, seconded Mr Rob Gore. All agreed.)</i>	
10	<b>Any other matters for consideration</b> – Mrs Philippa Hope and Mr Rob Gore thanked the clerk for sharing the information regarding the bounced cheque. The clerk advised this has now been cleared.	
11	<b>Date of next meeting</b> – 20 <sup>th</sup> June 2016 at 8pm.	

Meeting closed 20.36pm