



Minutes of the Finance Committee starting at 3.00 pm on Thursday, 11th April 2025 at Singleton Village Hall

Present: Cllrs Darvill (Chair), P Barker and Tate
Aniko Szocs (Clerk)

Meeting started at 03:15PM

1. Apologies

Cllrs McClintock and Wiffen

2. Declarations of Interest

2.1. Disclosable Pecuniary Interest – None

2.2. Other Significant Interests –None

2.3. Other Interests – None

3. Minutes of the Previous Meeting

The minutes of the meeting held on 6th March 2025 were duly approved as a true record.

Proposed: Cllr P Barker	Seconded: Cllr Tate	Vote for: 3
Vote against: 0	Vote abstain: 0	Motion: Carried

4. Grant Application

4.1. Singleton Community Church

The committee agreed to reject the grant application due to insufficient information regarding the number of actual attendees at the Friendship Group meetings and a lack of detail on the estimated cost of the drinks they wish to fund. This decision will be reported to the full council at the next meeting.

Proposed: Cllr P Barker	Seconded: Cllr Wiffen	Vote for: 3
Vote against: 0	Vote abstain: 0	Motion: Carried

5. 2024-2025 Financial Year

The Chair of the Committee presented the end-of-year virements to balance the budget lines and made recommendations on the amounts to be carried forward. Please refer to the appendix for the full report.

Proposed: Cllr Darvill	Seconded: Cllr P Barker	Vote for: 3
Vote against: 0	Vote abstain: 0	Motion: Carried

6. Date and Venue of next meeting

The next meeting of the Finance Committee will be held on 8th May 2025 starting at 9.30am.

The meeting closed at 16:00

Signed by:



Chair

Date:

31/03/2025

Great Chart with Singleton Parish NEW

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Detailed Income & Expenditure by Budget Heading 28/02/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1076 Precept	380,411	0	(380,411)			0.0%	
1090 Interest Received	8,972	0	(8,972)			0.0%	
1100 Grants & Donation Received	500	0	(500)			0.0%	
1900 Other Income	4,642	0	(4,642)			0.0%	
Income :- Income	394,525	0	(394,525)				0
Net Income	394,525	0	(394,525)				
110 Administration							
4000 Staff Salary	97,010	142,969	45,959		45,959	67.9% C/F	
4010 PAYE & NI	32,468	35,000	2,532		2,532	92.8% C/F	
<u>4030 Pension</u>	<u>26,362</u>	<u>25,000</u>	<u>(1,362)</u>		<u>(1,362)</u>	<u>105.4%</u>	
4070 Travel Expense	222	500	278		278	44.5% V	
<u>4080 Training</u>	<u>7,566</u>	<u>6,491</u>	<u>(1,075)</u>		<u>(1,075)</u>	<u>116.6%</u>	
4090 Chairman's Allowance	600	600	0		0	100.0%	
4100 Parish Allowance	528	660	132		132	80.0% V	
4110 Bank Charges	193	235	42		42	82.1% V	
4120 Audit Fees	1,510	1,410	(100)		(100)	107.1%	
<u>4130 Professional Fees</u>	<u>321</u>	<u>2,009</u>	<u>1,688</u>		<u>1,688</u>	<u>16.0% C/F</u>	
<u>4140 Subscriptions & Memberships</u>	<u>5,322</u>	<u>4,064</u>	<u>(1,258)</u>		<u>(1,258)</u>	<u>131.0%</u>	
4150 Insurance	8,733	8,733	0		0	100.0%	
<u>4170 Office Supplies & Admin</u>	<u>1,671</u>	<u>1,247</u>	<u>(424)</u>		<u>(424)</u>	<u>134.0%</u>	
4180 Telephone & Broadband	1,132	1,201	69		69	94.2% V	
4190 Office Rent	1	1	0		0	100.0%	
4200 Photocopier & Printer	662	504	(158)		(158)	131.3%	
<u>4210 ICT</u>	<u>5,920</u>	<u>5,000</u>	<u>(920)</u>		<u>(920)</u>	<u>118.4%</u>	
<u>4220 Venue Hire</u>	<u>688</u>	<u>500</u>	<u>(188)</u>		<u>(188)</u>	<u>137.6%</u>	
4230 Website	276	300	24		24	92.0% V	
<u>4240 Parish Grants</u>	<u>25,158</u>	<u>23,658</u>	<u>(1,500)</u>		<u>(1,500)</u>	<u>106.3%</u>	
4260 Newsletter	5,360	6,316	956		956	84.9% V	
4280 Event	4,954	7,500	2,546		2,546	66.1% C/F	
Administration :- Indirect Expenditure	226,656	273,898	47,242	0	47,242	82.8%	0
Net Expenditure	(226,656)	(273,898)	(47,242)				
140 Caretaker							
4400 Vehicle Running Cost	1,504	2,448	944		944	61.5% V	
4410 Vehicle Fuel	1,597	2,197	600		600	72.7% V	
4420 Equipment	7,990	13,699	5,709		5,709	58.3% C/F	
Caretaker :- Indirect Expenditure	11,092	18,344	7,252	0	7,252	60.5%	0
Net Expenditure	(11,092)	(18,344)	(7,252)				

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Detailed Income & Expenditure by Budget Heading 28/02/2025

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
150 Maintenance							
4500 Repairs/Maintenance	7,553	3,000	(4,553)		(4,553)	251.8%	
4510 V.Point/Path Maint	0	1,000	1,000		1,000	0.0% C/F	
4520 Play Park Maint. (all)	24,313	24,313	0		0	100.0%	
4530 Play Park Equipment Replacemen	35,872	12,000	(23,872)		(23,872)	298.9% C/F	
4545 Contingency	0	5,000	5,000		5,000	0.0%	
4550 Great Chart Churchyard mainten	3,834	8,750	4,916		4,916	43.8% C/F	
4560 Defibrillator Kit Maintenance	0	2,591	2,591		2,591	0.0% V	
4570 Village Sign Maintenance	0	1,975	1,975		1,975	0.0% C/F	
4580 Ashford Green Gym	0	568	568		568	0.0% C/F	
4590 Parish Highways Issues	1,124	18,586	17,462		17,462	6.0% V	£7642
4800 War Memorial	4,186	4,168	(18)		(18)	100.4% C/F	-£10k
Maintenance :- Indirect Expenditure	76,882	81,951	5,069	0	5,069	93.8%	0
Net Expenditure	(76,882)	(81,951)	(5,069)				
160 Projects							
3200 Stronger Communities	2,819	21,501	18,682		18,682	13.1% C/F	-£8682
3500 Flora the Singleton Giant	1,250	1,250	0		0	100.0%	
Projects :- Direct Expenditure	4,069	22,751	18,682	0	18,682	17.9%	0
4605 SVH Extention Loan Repayment	2,763	6,362	3,599		3,599	43.4%	
4615 Parish Building	0	1	1		1	0.0%	
4620 Great Chart Village Hall	5,500	5,500	0		0	100.0%	
4625 Environmental Projects	1,679	4,000	2,321		2,321	42.0% V	
4635 Singleton Lake	0	476	476		476	0.0% C/F	
4645 Allotments	1,500	1,500	0		0	100.0%	
4650 Parish Projects	12,692	10,000	(2,692)		(2,692)	126.9% C/F	
4700 PFA	8,440	8,440	0		0	100.0%	
4750 Singleton Environment Centre	16,500	16,500	0		0	100.0%	
4780 Singleton Village Hall	5,500	5,500	0		0	100.0%	
4990 Capital purchase	606	25,000	24,394		24,394	2.4% C/F	£4394
Projects :- Indirect Expenditure	55,181	83,279	28,098	0	28,098	66.3%	0
Net Expenditure	(59,249)	(106,030)	(46,781)				
999 VAT Data							
115 DNU VAT on Receipts	13,377	0	(13,377)			0.0%	
VAT Data :- Income	13,377	0	(13,377)				0
Net Income	13,377	0	(13,377)				

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Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	407,902	0	(407,902)			0.0%	
Expenditure	373,879	480,223	106,344	0	106,344	77.9%	
Net Income over Expenditure	<u>34,024</u>	<u>(480,223)</u>	<u>(514,247)</u>				
Movement to/(from) Gen Reserve	<u>34,024</u>						

Comments:

From 4500 to 4700 £4720 which will bring the amount to £167

From 4590 to 4530 £7462 remaining sum carry forward

From 4990 to 4650 £20k balance then to be carried forward to next year's budget

Abbreviations:

C/F=Carry forward

V=virement