**DRAFT MINUTES OF MARTHAM PARISH COUNCIL**

**FINANCE COMMITTEE MEETING**

Wednesday 8th October 2014

Held in the Community Centre, Playingfield Lane, Martham

At 7.30pm

Present: Councillors Bradford, Gates, Manifold, Murrant (Chair) and Starkings.

Clerk: Mrs Sarah Hunt

1. Apologies for absence.

None.

1. The minutes of the meeting held on 23rd July 2014 were agreed as a true and correct record and signed by the Chair.
2. Declarations of Interest not previously disclosed.

None.

1. To consider recycling.

The kerbside recycling now accepts glass which has generated the majority of the Council’s recycling income. This now may reduce. It was felt as the sites in the village were mostly at licensed premises hopefully some revenue would still be received.

1. To receive Youth Club update.

In addition to the Grants previously notified to Council an additional £1,500 was anticipated by the Clerk from Cllrs Coleman District Budget. This should mean that the Youth Club will be self funding for the first year of operation. Currently a grant application for £300 was in with Momentum and the Clerk was hopeful that this equipment could be purchased.

1. To review the Community Centre and Gym accounts.

The Community Centre is on track to break even this year, and pay the salary of the Caretaker. The Gym is doing well, there are changes taking place but it continues to be busy and well supported.

The Clerk has the opportunity for two conference type bookings but the Centre would have to be in a position to provide refreshments for upwards of 50 people. Costings for catering to be presented to full Council at the next meeting.

1. To review the Effectiveness of Audit Arrangements.

This was agreed as presented by the Clerk – with updated review dates.

1. To decide whether or not to take investment action.

It was AGREED to take no action.

1. Internal Audit date.

This has now been booked.

1. Maintenance Schedule

It was AGREED by the meeting that this be continued on an as-and-when basis as this year. Footpath benches need work – to be put on main Council agenda.

1. To consider current financial situation.

A six monthly review of finances was undertaken.

1. Concurrent Functions Grant – Grants.

It looks that this will be unaffected in 2015/16, but may well change in 2016/17.

1. To consider budget to recommend to full Council.

The submission by the Clerk, showing an increase of £5,375 was adjusted to show a zero increase in Precept as at last year’s figures. Clerk to balance cost codes.

Recommendation to be taken to Council with zero increase.