

Abbots Langley Parish Council

Minutes of the Finance & Administration Committee Meeting held on Monday 28th November 2016 at 6:00 pm in the Council Offices Langley Road, Abbots Langley.

Those Present:

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| Chairman: | Councillor Brenda Kersey |
| Vice Chairman: | Councillor Lyn Ferguson |
| Councillors | Councillor Sara Bedford Councillor Jane Lay Councillor Alex Michaels Councillor Hitesh Tailor |
| Officers: | Tim Perkins - Clerk to the Council Gail Kiely - Finance Officer |

The meeting opened at 6:00 pm.

252. Apologies for Absence

There were no apologies for absence.

253. Declarations of Interest

There were no declarations of interest.

254. Public Participation

No members of the public had expressed an interest in addressing the committee.

255. To confirm the Minutes of the previous meeting

It was proposed by Councillor Jane Lay, seconded by Councillor Lyn Ferguson and **RESOLVED** that the minutes of the meeting held on 24th October 2016, copies of which had been sent to all Members of the Parish Council and which had been adopted by the Council, be taken as read and were signed by the Chairman as a correct record.

256. Budget 2017-2018

Members discussed the Clerk's report on the budget and noted the updates to content from committee's decisions. Individual budgets were discussed and members noted no increase in Fees & Charges, a change of budget allocation within bus shelters and notice boards and that the Community Infrastructure Levy income can only be used on capital projects.

Members reviewed earmarked reserves and discussed a necessary increase in precept due to the uncertainty of budgetary effects following Brexit and inflation.

It was proposed by Councillor Sara Bedford, seconded by Councillor Jane Lay and **RESOLVED** that a precept increase of 1.87% (Residents Band D) is used to create an additional earmarked business contingency reserve of £12,000 and this be included in the next revision of the budget.

The Clerk was asked to recalculate the effect of adding the additional earmarked reserve to the budget and provide members with updated pages 2 & 3 of the budget book. The Clerk advised that minor revisions may be required to the final increased residents Band D when the final Band D Base Equivalent is approved by Three Rivers District Council on 13th December 2016.

257. Parish Council Office Refurbishment

Members considered the Clerks report on the council office refurbishment and wish to proceed, noting that the current estimates are indicative for bringing the rest of the Parish Council office space up to a good standard. Members asked the Clerk to investigate the cost of insulating the ceiling in the council chambers in conjunction with these works and agreed the use of the Property Repairs and Improvements reserves.

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Councillor Sara Bedford and Councillor Jane Lay left the meeting at 7:05 pm.
The meeting closed at 7:15 pm.

Signed: _____

Dated: _____