

**Minutes of the Boxley Parish Council Finance and General Purposes Committee
Meeting Held at Beechen Hall, Wildfell Close, Walderslade
on Monday 16 January 2023 commencing after the Parish Council meeting.**

Councillors present: V Davies (Chairman), P Dengate, C Sheppard, I Davies, D Hubbard, D Hollands, A Brindle (from item 2), K Macklin and Mrs D Baylis (Clerk).

1. **Apologies and non-attendance**
Cllrs B Hinder and P Huntingford sent apologies.
2. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
None.
3. **Minutes of the meetings of 21 November 2022**
The minutes of the meeting were agreed.
4. **Matters Arising from the Minutes**
 - 4.1 **Any other matters arising from the minutes, but not on the agenda.**
None raised.

As no members of the public were present the meeting was not adjourned.

5. **Financial Report**
 - 5.1 **Bank Reconciliations**
The bank reconciliations had been checked by the Chairman prior to the meeting and were in order.
 - 5.2 **Income and Expenditure by Budget Heading reports**
Noted.
 - 5.3 **Detailed Balance Sheet**
Cllr Dengate questioned the VAT control account. The Clerk would report back to the Committee with a full explanation.
 - 5.4 **Receipts and Payments 1 December to 31 December 2022**
Noted.
 - 5.5 **Budget 2023-24**
The F&GP Budget was looked at in detail and amendments made.
 - 5.6 **Budget 2023-24**
The Environment Committee budget was altered to add an additional £5,000 to the Specialist Support fund.
It was proposed by Cllr I Davies, seconded by Cllr C Sheppard that the budget be agreed and put forward to full Council for approval. A vote was taken with 7 for and 1 abstention.
 - 5.7 **Financial Snapshot**
Noted.
 - 5.8 **MBC Precept Letter**
Noted.
 - 5.9 **Precept**
The Precept calculator spreadsheet was adjusted to take into account the change to the Environment Committee Budget.
It was proposed by Cllr I Davies, seconded by Cllr P Dengate and all agreed that the Band D charge be raised to £68.11 generating a precept of £272,374 and that this proposal be put forward to full Council.

5.10 **Scribe Bookings and accounts**

This was deferred to the full Council to enable to allow a report on the costs of leaving our current contracts with Microshades and Rialtas to be generated.

6. **IT/Website/Telephone etc**

Noted.

7. **Policies and Procedures for Review**

None on this Agenda.

8. **Matters for Information**

None.

9. **Matters for Urgent Decision**

It was proposed by Cllr A Brindle, seconded by Cllr C Sheppard and all agreed that the Chairman sign the letter committing BPC to a 10% contribution to the FCC Communities Grant applied for to make improvements to Beechen Hall's kitchen and other refurbishments.

It was proposed by Cllr C Sheppard, seconded by Cllr D Hollands and all agreed that the Structural Surveyor be employed by BPC to carry out a structural survey of the church wall required for the Diocese Faculty application. It was agreed that he also be engaged to carry out a survey of the section of wall being damaged by the sycamore tree that has been required by MBC planning.

10. **Items for Next Agenda**

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 10 March 2023. Noted.

11. **Date of Next Meeting**

Monday 20 March 2023.
Noted.

Meeting closed at 20.50.

Signed as a correct record of the proceedings.

Chairman..... Date.....