



The Queen's Hall
High Street
Cuckfield
West Sussex
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Finance and General Purposes Committee

Minutes of a Meeting held at 8.30pm on 7th January 2021

Present: Mr A Symonds (Vice Chairman), Mr A Burton, Mr J Dickie, Mrs A King and Mr S Oversby-Powell
In Attendance: Mrs J Butler and Mrs S Heynes (Clerk)

FGP13 To receive apologies for absence

Cllr Laing submitted her apologies which were accepted.

FGP14 To receive declarations of interest from Members in respect of any matter on the agenda

None.

FGP15 To confirm the minutes of the meeting held on 4th June 2020

The minutes of the meeting of the 4th June 2020 were taken as read and confirmed as a true record.

FGP16 To note the F&GP Action List

Noted.

FGP17 To consider the year to date (18th December 2020) 2020-2021 Budget

- a. Review the latest budget position (to 18th December 2020), incorporating the loss of revenue caused by COVID19, and resolve to accept budget amendments for the remainder of the year to 31st March 2020 to balance the forecast overspend.

The committee reviewed the forecast and accepted the projected overspend of £9k, which was due to reduced income caused by COVID-19. This would be continually monitored until the end of the financial year, with mitigation measures continually reviewed and adopted where possible to keep the overspend as low as possible.

8.36pm Cllr Dickie arrived.

- b. To consider the Reserves

The Clerk was instructed to amend the reserves to reflect expenditure incurred at Horsefield Green, once the invoices had been paid.

- c. To consider the budget forecast for 2021-2022 and resolve to agree the final Precept figure for approval at the Full Council meeting on 28th January 2021.

A 3.05% precept increase would be put forward for approval at the next Full Council meeting. Committee members acknowledged that this would leave the Parish Council with a forecast expenditure higher than forecast income for 2021-22, due mainly to COVID-19 impacting the income received from hiring the Queen's Hall and Cuckfield Village Hall but resolved to rely on reserves should it be necessary.

FGP18 To consider the following grant applications received in 2020:

- a. Victim Support
- b. 4sight
- c. Citizen's Advice West Sussex

The committee discussed the grant applications and resolved not to allocate grant funding to these organisations but instead to support the Foodbank provision for the village, through liaison with Holy Trinity School and Church as well as the Baptist Church.

FGP12 To note matters arising after the preparation of the agenda, which the Chairman agrees to take as urgent.

None.

Meeting closed at 9.45pm

Signed _____