

MINUTES OF THE BURNHAM MARKET FINANCE COMMITTEE MEETING

Held on Tuesday 9th of November 2021 at 7:00pm
at Burnham Market & Norton Village Hall,
Beacon Hill Road, Burnham Market, PE31 8EN.

Present: R Campbell-Gray, K Neville-Eliot, J Scoles, and P Woodhouse (Chair).

Clerk: Caroline Boyden

1. Apologies and consideration of acceptance for absence.
Cllr Peter Borlace due to illness and apology accepted.
2. Members' declarations of interest and requests for dispensations.
None.
3. The minutes from Finance Committee Meeting held on 13th of July 2021 were agreed and signed by the Chair.
4. To receive any questions from members of the Public.
None.
5. Financials
A Bank Reconciliation to 30th September 2021 was received at £58,892.66.
6. The budget expenditure report to October 2021 was received and no areas of concern were raised. It was agreed to move the allocated £2,000 for open spaces trees to be moved to the Street Lights Phase 2/3, making £5,000 available for the next stage. Clerk to advise.

The clerk gave details on the Scribe Accounting system and it was agreed to move to this system at a fee of £485 + VAT in the first year, which includes a one off set up fee of £197.

To review the asset register. Clerk and Finance Committee to complete by year end.

Cllr Campbell-Gray resigned from the Finance Committee and Cllr Scoles was elected to the Finance Committee.

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Signed

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7. To consider the draft budget for 22/23.
This was discussed in detail and the clerk will re-issue with the agreed amendments.
8. External Audit review – this will be carried forward as clerks first day and not up to speed on this item.
9. An update on CIL money was received with a total of £13,702.89 CIL money available. It was agreed to spend it on up-keep of the Herrings Lane to Bellamy’s Lane footpath. Clearing Barrows Pit on Church Walk. Clearing the Docking Road junction and subject to permission additional village signs. New addition to the spend is replacing/maintenance of the posts in the village centre and looking at renovations on the Pavilion.
It was also agreed to obtain a quote for a WIX website which could work with the Neighbourhood Plan and online surveys.

10. The next Finance Committee Meeting will be held on Tuesday 12th of April 2022 at 6:00pm.

The meeting was closed at 20:08