



**Minutes of Kingsclere Parish Council Finance & Establishment Meeting,  
held at 7.30pm on Monday 14<sup>th</sup> October 2013 at the Village Club**

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**Presentation by Mr Peter Woodman following his attendance at the Workshop for Action for Market Towns.**  
The full report is appended to the Minutes and advises on Marketing KPC as a business to the Community and promoting business in Kingsclere. Both could be adopted into the preparation of the Neighbourhood Plan.

The chairman thanked Mr Woodman for attending the meeting on our behalf and providing an informative report.

It was agreed that all points should be considered in the Neighbourhood Plan by the Business group.

<b>F&amp;E 10/13</b>	<b>Present:</b>	<b>Action</b>
	Cllrs. Denness (chair); Bond; Farey; Peach; Sawyer; S Thompson (Parish Clerk)	
<b>10/13.1</b>	<b>Apologies:</b> None	
<b>10/13.2</b>	<b>Declarations of interest:</b> None	
<b>10/13.3</b>	<b>Minutes:</b> Minutes of the meeting on 17 <sup>th</sup> June 2013 were reviewed.	
<b>10/13.4</b>	<b>Matters arising:</b> None.	
<b>10/13.5</b>	<b>External Audit Review:</b> As reported at OM 08/13.17.2 BDO have signed off the 2012-2013 Accounts with no concerns or issues recorded.	
<b>10/13.6</b>	<b>Review of Rents and Fees:</b> <ul style="list-style-type: none"> <li>i. It was accepted that under the leasing arrangements, the Bowls Club and Tennis Club rents are not due for review until June 2017.</li> <li>ii. The allotment plots are being re-measured and any changes will be brought to next F&amp;E. Clerk to provide income and expenditure paper in order that a full review of rents can be considered.</li> </ul>	<b>RP/Clerk</b>
<b>10/13.7</b>	<b>Review of Cash Flow and Budget Forecast:</b> <ul style="list-style-type: none"> <li>i. The Cash flow was reviewed which shows our income and expenditure level are where we expected them to be at the 6 month stage.</li> <li>ii. It was agreed that a column for Neighbourhood plan Inc &amp; Exp be included.</li> </ul>	<b>Clerk</b>
<b>10/13.8</b>	<b>Review of 2013/2014 Precept Requirements:</b> <ul style="list-style-type: none"> <li>i. It was agreed that we should consider a nominal increase in the Precept once the impact of any B&amp;DBC Council Tax Support Grant is known. Clerk to seek information on whether or not this will be made for the next year.</li> <li>ii. WW1 Commemoration funding needs to be budgeted for and Grant funded projects looked into. Cllrs nominated to coordinate activities.</li> </ul>	<b>Clerk</b>
<b>10/13.9</b>	<b>Banking Arrangements:</b> It was agreed that we should look at the possibility of moving to a new Bank provider. Some research has been done and it was agreed that Cllr Denness further explore HSBC; National Westminster & Barclays banks. Clerk to provide a list of criteria.	<b>JB/MF/RP</b>
<b>10/13.8</b>	<b>Date of Next Meeting:</b> Monday 11 <sup>th</sup> November 2013 at 7:30 in the Holding Room at The Village Club	<b>AD/Clerk</b>

There being no further business, the meeting closed at 8:45pm

Signed:.....Date:..... Signed:.....Date:.....  
Chairman Parish Clerk