

**Wheathampstead Parish Council
Finance Committee
9 November 2016 19.30**

Present	Councillors	D Davies A Dante D Johnston P Woodhams	Chairman
		Louise Harrison Press Public	Deputy Clerk 0 0

4852-16 Apologies

Apologies were received and accepted from Councillors T Reason, L Halford, E Habib, and G Clark.

4853-16 Public Speaking

None.

4854-16 Specific Declarations of Interest and Dispensations

None.

4855-16 Minutes of meeting of 9 November 2015

The Chairman proposed, and it was agreed that the Minutes of the meeting held on 26 January 2016 be approved.

Resolved **1 To confirm the Minutes of the meeting held on 26 January 2016 to be a true and fair account and for these to be signed by the Chairman.**

4856-16 Bank report

Noted.

4857-16 Review of fees and charges 2017-2018

Current hire charges for the Memorial Hall, ATP and playing fields, running for a calendar year January- December, and the fees and charges schedule April - March had been circulated.

Councillor Dante proposed, seconded by Councillor Johnston, and it was agreed that all charges increase as discussed by approximately 2% (with rounding up to £1 where required).

Charges for the Memorial Hall, ATP and playing fields to be effective from 1 January 2017. Other fees and charges effective from 1 April 2017.

The Deputy Clerk requested a review of the terms for hiring the Memorial Hall and cancellation policy. Councillor Woodhams proposed, seconded by Councillor Dante, that the cancellation policy for Memorial Hall bookings were amended to read "A 50% deposit is due with the booking form (non-refundable), with the balance due on the date of the event (at the latest)", all agreed.

The Deputy Clerk requested a review of the discount rate for local groups. Councillor Johnston proposed, seconded by Councillor Dante, that an additional discount rate be added to the hiring fees: "Commercial businesses will receive a 50% discount after 12 months hire or 12 consecutive hiring's, whichever is first", and all agreed.

- Resolved**
- 1 That all charges increase as discussed by approximately 2%. Charges for the Memorial Hall, ATP and playing fields to be effective from 1 January 2017. Other fees and charges effective from 1 April 2017.**
 - 2 Cancellation policy for the Memorial Hall amended to read "A 50% deposit is due with the booking form (non-refundable), with the balance due on the date of the event (at the latest)".**
 - 3 A second discount rate is added to the hiring fees: "Commercial businesses will receive a 50% discount after 12 months hire or 12 consecutive hiring's, whichever is first".**

4858-16 Budget project for 2017-2018

Councillors had been asked to consider ideas for potential projects for inclusion in the 2016-17 budget.

Councillor Johnston informed the Committee that to date no new projects had been suggested on top of the ones already budgeted for.

The Chairman proposed that this matter be deferred until the next Finance meeting, all agreed.

- Resolved**
- 1 Budget projects for 2017-2018 deferred to next Finance meeting.**

4859-16 Budget review

The income and expenditure report against budgeted figures had been circulated and was reviewed.

Councillor Johnston requested that the monies spent thus far on the Memorial Hall refurbishment were reflected as a separate item on the budget sheet for the next meeting.

