



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
FINANCE COMMITTEE HELD ONLINE VIA ZOOM ON
19th January 2021 COMMENCING AT 7.30PM**

Present: Cllrs R Coleman (Chair), J Coffey, A McFarlane, J Raw and D Stewart.

In attendance: Andrea Mann, Parish Clerk, Sara Jones, Interim Deputy Clerk and Cllr M Killick.

FC35/20 To receive and accept apologies for absence
None.

FC36/20 To receive declarations of interests and requests for dispensation relating to any item on the agenda
None.

FC37/20 Public Session
There were no members of the public present.

FC38/20 Approval of minutes
RESOLVED
The minutes of the previous meeting held on 1st December were agreed as a true record of the meeting to be signed by the Chair at a later date.

FC39/20 January 2021 Payments
The payments listing emailed to Councillors before the meeting (Appendix 1) was approved.
(Proposed by Cllr J Coffey and seconded by Cllr A McFarlane)

Cllr John Raw and Cllr A McFarlane were appointed to complete the payment process with Cllr R Coleman as a reserve.

FC40/20 October-December Bank Reconciliations
The October, November & December as presented with the agenda were approved, to be signed by the Finance Committee Chair at a later date.
(Proposed by Cllr R Coleman, seconded by Cllr John Coffey, ALL agreed).

FC41/20 Quarter 3 Payments Listing
RESOLVED
The Quarter 3 Payments Listing as presented with the agenda was reviewed and agreed. No questions were raised but the Clerk was asked why there were a number of payments for the land registry under different headings.

The Clerk confirmed that it was coding corrections. It was confirmed that this was mentioned in the October Finance Committee meeting.
(ALL agreed).

**FC42/20****Quarter 3 years to Date Budget Position**

The budget report presented with the agenda showed the budget position to the end of year. The report was reviewed and agreed.

It was noted that there was an underspend of approximately £16,500. The Clerk confirmed that Hart DC had acknowledged they had not invoiced OPC for emptying the bins but an invoice had still not appeared.

Cllr R Coleman asked the Clerk to check the allocation of the budget to the Basingstoke Canal, Play Areas and Broad Oak maintenance as she suggested the allocation of the budget may have been to the wrong codes which if the case would calculate expenditure on the Basingstoke Canal as spot on and an underspend on the play areas.

It was noted that the underspend on the budget of £16,500 had allowed OPC to reduce the precept.
(ALL agreed).

Cllr Stewart joined the meeting.

FC43/20**Quarter 3 Balances and Earmarked Reserves**

The Quarter 3 Balances and Earmarked Reserves position and Clerk's covering report were reviewed and noted as presented with the agenda.

A question was raised regarding the balance transfer from the Odiham Sports Centre Trust to the OPC. It was confirmed that this required two signatories to be present.

It was confirmed that contracts have been awarded but not yet paid and it was expected that the contract, which was only to Baxter Associates would be paid by the end of the year.

FC44/20**Interim Internal Audit Report**

Councillors reviewed the Interim Internal Audit Report for the audit carried out on 17th December. It was noted that there were no matters arising.

Cllr R Coleman commented that the Interim Internal Audit report had noted that OPC would need to consider an increase to the budget and the precept and confirmed that the Finance Committee had agreed the budget in the December Finance Committee meeting and would present to Full Council.

FC45/20**Date of Next Meeting**

The date of the next Finance Committee was agreed to be held on 16th March 2021.



There being no further business the meeting closed at 7.46pm.

Signed.....

Date.....