

## MILBORNE PORT PARISH COUNCIL

### Minutes of the Finance Committee Meeting held on Tuesday 20<sup>th</sup> February at 7.30pm at the Town Hall

**Present:** Mr I Stewart (Chair), Mr P Lock, Mr J Oldham, Mr R Douglas and Mr C Laughton

**Also Present:** Emma Curtis – Parish Clerk

#### **Public Question Time**

There were no members of the public present.

1. **Apologies for Absence:** Received from Mr M Lancaster. Reason for absence approved.
2. **Declarations of Interest:** None received.
3. **Minutes of the Finance Committee Meeting held on Tuesday 21<sup>st</sup> November** were proposed for approval by Mr Oldham and seconded by Mr Douglas. All voted in favour for approval. Therefore, the minutes were approved and signed as an accurate record of the meeting
4. **Review Income and Expenditure for the year 2017-2018 to date:** All committee members were happy that income and expenditure for the current year was in order. There was some discussion about the type of report the RBS system produced and the Clerk said she would send a variety of reports in readiness for the next Finance Committee Meeting so that these could be considered. Mr Oldham commented that he and Clerk were looking at producing graphical reports but simply had not had the time to do so.
5. **Consider and confirm cemetery and burial fees for the year 2018-19:** Prior to the meeting the Clerk had circulated a cemetery and burial fees comparison paper which was considered in detail by the Committee. It was resolved to increase the fees so they were more equal to neighbouring parishes. Therefore the fees for the year 2018-19 were confirmed as:
  - Interment for body under sixteen – Free of charge
  - Interment for body over the age of sixteen - £100
  - Purchase fee full grave plot - £200
  - Purchase fee ashes plot - £75
  - Headstone fee - £100
  - Vase fee - £50
  - Tablet fee - £50
6. **Review Parish Council Financial Regulations:** The Financial Regulations were reviewed by committee. It was resolved to amend one point in the document, 17.1, to state that review of the regulations should be yearly. The Clerk confirmed she

would amend the document accordingly and present to Full Council.

7. The date of the next **Finance Committee Meeting** was confirmed as **Tuesday 20<sup>th</sup> May 2018**.

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