



Minutes of a meeting of the **Calstock Parish Council**,  
**FINANCE COMMITTEE**  
held on **Tuesday 25 February 2020**  
in the Tamar Valley Centre commencing at 1900

---

Those present were; -

**COUNCILLORS** – Cllr Beech, Cllr Irons, Cllr Warwick, Cllr Wilkes  
Miss Sue Lemon – Clerk, Miss Clare Bullimore – Deputy Clerk (*minutes*).

**1. APOLOGIES**

Cllr Kirk, Cllr Tinto, Cllr Roberts and Cllr Wakem.

**2. DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS**

None

**3. PUBLIC PARTICIPATION**

None

**4. APPROVE MINUTES OF LAST MEETING – 26-11-19**

**Proposal/Resolution:** Approve minutes of the last meeting 26-11-19 (proposed: Cllr Beech; seconded: Cllr Wilkes – unanimous).

**5. GRANT APPLICATIONS**

Requests:

Calstock Christmas Light - £250

Calstock Footpath Society – request for £250

Calstock Heritage Weekend - £100

**Proposal/Resolution:** To approve the above requests (proposed: Cllr Wilkes; seconded: Cllr Beech – unanimous).

**6. OFFICE MOVE COSTINGS**

The current spend for the office space is: £3500 rent and £1100 for business rates per annum. The cost for the office upstairs will be: £5500 rent and £1710 business rates per annum. The Clerk confirmed there is money in the budget to cover the additional costs.

**Proposal/Resolution:** to recommend to full council that the Clerk's office moves to the bigger office upstairs in the TVC – proposed: Cllr Warwick, seconded: Cllr Wilkes - unanimous.



**7. FINANCE UPDATE – 6 MONTH REVIEW/INTERNAL AUDIT**

The Clerk updated the committee with the working balances as at 25.02.2020

**Monies in accounts as at 25.02.20**

Current Account	£50325
Reserves Account	£45082

**Committees Budget Update**

	<b>Budget</b>	<b>Spend to 31<sup>st</sup> Jan</b>	<b>BALANCE</b>
Amenities	26484	21819	4665
Admin	33742	35205	(1463)
Personnel	86466	91250	(4784)
Burial	18369	15323	3046
Recreations	24241	24584	(343)
	£189302	£188181	£1121

The budget was noted.

It was agreed that Cllr Roberts and Cllr Warwick will carry out the next internal audit in March 2020 (provisional date 19/03/2020).

The meeting closed at 1920.

Signed..... Date.....