



**QUEEN CAMEL PARISH COUNCIL**

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**Minutes of the Finance & Risk Committee Meeting held via Zoom Conference Call Facilities on Wednesday 2<sup>nd</sup> December 2020 at 7:00pm**

**Public Question Time**

Immediately prior to the meeting members of the public were provided with the opportunity to speak. Members of the public were asked to speak for up to the prescribed 15 minutes in total. There were no members of the public present to speak.

**Present:** Chairman John Brendon, Kathy Grainger and Jude Coggins

**Also Present:** Parish Clerk & RFO Stephen Hill.

**F.01/12 Apologies for Absence**  
None

**F.02/12 Declarations of Interest**  
None

**F.03/12 Minutes of Meeting 29<sup>th</sup> October 2020**  
**It was resolved to approve the minutes of the meeting held on 29<sup>th</sup> October 2020 as an accurate record of the meeting.**  
For 3, Against 0, Abstained 0

**F.04/12 Draft Budget 2021/22**  
Committee considered and commented upon the draft budget 2021/22 in particular with no increase to the Precept and amount of reserve.  
**It was resolved to Recommend the draft Budget 2021/22 to Full Council 14 December 2020, prior to setting the Budget 2021/22 and Precept at the January 2021 Full Council meeting.**  
For 3, Against 0, Abstained 0

**F.05/12 Community Benefit Fund**  
Following the Council meeting 9th November 2020, the Committee reviewed and further revised the latest draft process for allocation of community benefit funding to local projects.  
**It was resolved to Recommend the draft Community Benefit Fund (CBF) Panel Terms of Reference, Guidance Note and Application form to Council 14 December 2020 for approval.**  
For 3, Against 0, Abstained 0

**F.06/12 Grants & Donations 2021/22 Policy Review**  
Following the Council meeting 9th November 2020, the Committee reviewed and revised the latest draft Grants & Donations: Policy, Procedures and Application Form  
**It was resolved to Recommend the draft Grants & Donations: Policy, Procedures and Application Form to Council 14 December 2020 for approval.**  
For 3, Against 0, Abstained 0

**F.07/12 Accounts for Payments**  
**Committee resolved to recommend to Council the schedule of payments (from mid-November 2020).**

**For 3, Against 0, Abstained 0**

Clerk November 2020 Salary 1/11/20-30/11/20 £353.21 (inc £33.50 Home Office Allowance)  
HMRC PAYE £80.00

Meeting ended 20:00

**Date of next meeting** – The date of the next Finance & Risk Committee meeting will be decided after December 2020 Council meeting. The budget 2021/22 will be agreed and Precept set at the 11 January 2021 Council meeting.

Signed..........

Date .....