

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

S Endersby

Admin Assistant

L Case (Mat cover)

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MINUTES

of the Finance Committee of Godstone Parish Council held on **Friday 29 January 2021** at **10am** via Zoom.

Members: Cllrs C Farr, C White, B Davis and Cllrs D Stone
Apologies: Cllr S Farr
In Attendance: S Endersby (Clerk)

Questions from Members of the Public - There were no members of the public present.

1. Apologies for absence

1.1 Apologies were received from Cllr S Farr due to ill health.

RESOLVED – The committee noted the apologies, and the meeting was deemed quorate.

2. Declaration of Interest - None

3. Car Park Project – Review of project finances

3.1 It was noted that the following papers had been circulated in advance of the meeting:

a. Car Park – Review of Finances since 2015:

- i. Worksheet 1 - Review of Car Park Finance
- ii. Worksheet 2 – Remaining Costs
- iii. Worksheet 3 – Breakdown Contractor Costs
- iv. Worksheet 4 – Potential funds to be refunded

b. UCL Watching Brief Fees summary (variables)

c. Letter June 2020 to Contractor to confirm price (after uplift and additions) in preparation for the JCT contract.

3.2 A review and discussion of the information provided took place and a summary of points noted:

3.2.1 There was concern about the level of funds for contingency noting the issues the project is having to deal with.

3.2.2 Noted that the budget is very tight for the project and must be monitored very closely, it was agreed that the finance committee would meet more regularly during the project once work on the car park commences.

3.2.3 It was noted that the final costs of the project (and if final spend would be under or over the current allocated budget) would be impacted by what funds were deemed as refundable by SCC.

3.2.4 Due to the time lapse and issues faced it is difficult to compare the original estimate for the car park project to the current situation and estimated spend.

3.2.5 The committee noted the proposed uplift figure of 5% for the contractor to complete the works due to the impact of delays, which will be reported to the next meeting of the Parish council for approval. The overall impact of the uplift was considered as part of the review.

3.2.6 The committee noted that they still felt the project should continue to proceed.

3.2.7 The committee noted that council reserves may need to be used.

RESOLVED – The committee agreed that it still supported the project, but the full council should be made aware of the financial pressures in relation to the project and that the committee will meet more regularly when the project starts to monitor finances.

----- Meeting ended -----

Part 2 – None

Signed

Date