

MINUTES OF THE MEETING OF EIGHT PARISHES COMMUNITY INTEREST COMPANY

Held at South Kilworth Village Hall, Leys Crescent, South Kilworth, Leicestershire

Thursday 19th September 2013 at 18:30

Minute's number – 9

1.0 DIRECTORS PRESENT

Mr Michael Murphy (MM) – Chairman
Mr Ernest Roberts (ER) – Vice Chairman -
Mr Aubrey Adcock (AA)
Mr Frank Fisher (FF)
Mr Peter Lawrence (PL)
Mrs Elizabeth Marsh (EM)
Mr Ray Fisher (RF) - **Apologies**
Mr John Everett (JE) - **Apologies**
Mrs S Wetton (SW) - Clerk to the CIC

OTHER ATTENDEE'S

None

2.0 PREVIOUS MINUTES

- 2.1 The minutes of the meeting held on Thursday 6th June as circulated were confirmed as a true record of matters discussed. The minutes from the last CIC meeting held in July will be signed off at the next meeting in December.
RESOLVED: Copy of previous minutes signed by MM

3.0 CORRESPONDENCE

- 3.1 This meeting is the last before the end of year reports need to be administered, and the final meeting that money can be released to the Parishes. The end of year is 30th November and no more applications can now be added.

The next annual payment cannot be claimed from Vattenfall until the end of year reports have been submitted to them, SW to contact Emily to see how they would prefer to receive the documents either electronically or hard copies within a folder of appendix for each Parish.

ER has partly completed his end of year report and will forward to all the Directors to use as a template to create their own. **All end of year reports must be completed and given to the Clerk by the next meeting on December 10th**, this allows the accounts to be verified and signed off by this meeting also.

Future meetings have been arranged for 2014 they are as follows:- February 11th, April 15th, June 10th, September 9th, and 9th December. All are held on a Tuesday at 18:30 at South Kilworth Village Hall. As with this year the cut off date for any cheques that the Directors require will be at the meeting in September, and the accounts signed off and end of year reports complete by December 2014.

4.0 CORRESPONDENCE RECEIVED

- 4.1 Corporation Tax – Further to the previous letters received from HMRC, they have now concluded that as the company is gaining interest it will have to pay corporation tax and cannot lay dormant as originally advised. ER will look into this further as some of the Directors mentioned that we could possibly offset this against something i.e. Clerks Salary/Expenses? The amount of interest the CIC will receive annually is estimated around £300/£400 with 20% Corporation Tax.

5.0 ACCOUNTS / FINANCE MATTERS

- 5.1 ER will complete and update the accounts and email to all Directors, arrangements can then be made for an accountant to view the accounts to ensure all is in working order. Will possibly use Julie Morris as this is whom South Kilworth use for their annual return.
5.2 Cheques presented:-

| Expenditure | Total | VAT | Total Net Amount | Cheque No. |
|-------------|-------|-----|------------------|------------|
|-------------|-------|-----|------------------|------------|



| | | | | |
|---|-----------------|-----------|-----------------|--|
| Cotesbach Village Hall Fund | £1000 | £0 | £1000 | |
| St Marys Church Cotesbach | £1000 | £0 | £1000 | |
| Belgrave Village Hall – North Kilworth | £500 | £0 | £500 | |
| North Kilworth Bowls Club | £450 | £0 | £450 | |
| Rowland Cricket Club – Swinford | £500 | £0 | £500 | |
| SKPC Reinburse for Clerks Hours worked May and June | £97.50 | £0 | £97.50 | |
| Total | £3547.50 | £0 | £3547.50 | |

The Current Account for the period 1st August to 30th August shows an account balance of £10,307.75

6.0 CIC WEBSITE

- 6.1 SW informed all the Directors of the costing that Emily had produced, to set up the website would be £600, the annual website hosting and domain fee is £60 and the annual website maintenance at £500 for two updates per month. A vote was taken and all Directors were in a unanimous decision that the website can be developed but have proposed that SW will be trained up to edit and add to the website instead of paying the £500 for Emily to do this.

Having the website will ensure that Vattenfall can see how the CIC are being proactive and all Parishes reports, end of year accounts and information about the Eight Parishes CIC.

Resolved: All Directors support

7.0 ANY OTHER BUSINESS

None

Meeting Closed
19:30

Date of the next meeting

CIC Meeting - Tuesday 10th December 2013 – 18:30 start Venue TBA

Minutes Signed...  Dated 10.12.13