



MINUTES OF THE FINANCE COMMITTEE HELD ON MONDAY 17 APRIL 2023

Those present :

Chair : Cllr S Clough
Vice-Chair : Cllr A Platts
Councillors : Cllr W Tinley
Officers : Mrs G Blank, Miss H Johnson

FIN82 Chair's Announcements

The Chair welcomed everyone to the meeting and introduced the Council's newest member of staff, Hannah Johnson - Business apprentice, to the meeting.

FIN83 Apologies for Absence

Apologies have been received from Cllr D Drabble, Cllr M Potts and Cllr M Ritchie

FIN84 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None

FIN85 Adjournment for Public Participation

There were no members of the public in attendance.

FIN86 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

There were no items on the agenda requiring the exclusion of the press and public.

FIN87 Minutes from the previous meeting

a) To approve the draft minutes of the Finance Committee meeting held on the 16th January 2023

The Clerk pointed out that Councillor Tinley was in attendance and not Cllr Windle as stated on the previous minutes and Councillors agreed this needed amending.

RESOLVED: That the minutes of the meeting held on the 16th January 2023 are a true and accurate record.

b) To receive an update on any ongoing issues.

FIN79 - Church Clock face restoration. The Clerk confirmed that the Deputy Clerk was looking at alternative providers for the clock repairs and preparing a grant funding application. The Church are applying for funding to have the bells repaired.

The Clerk said she would rather have the draft agreement completed to reflect the Councils wishes before she speaks to Reverend Helen. Cllr Tinley agreed that this was a sensible approach. The Clerk said she would look at amending the agreement from Councillors feedback and resubmit the agreement to the committee at the next meeting.

FIN88

Finances

7.1 Bank Reconciliation

- To receive and check the bank reconciliation for February 2023
- To receive and check the bank reconciliation for March 2023

The bank reconciliations for February and March 2023 were checked and approved by Councillors.

7.2 Receipts and Payments

- To receive and check the receipts and payments for February 2023
- To receive and check the receipts and payments for March 2023

The list of receipts and payments for February and March 2023 were checked and approved by Councillors.

FIN89

Budgets

- To receive the budget report for 2022/23

The Clerk had circulated the budget report prior to the meeting and provided councillors with a verbal report.

The budget for the year end is breakeven despite having a number of large unforeseen and unbudgeted items to pay during the year, these included the 21/22 lease payment for the Parish Suite, the 22/23 Service Charges for the Parish Suite and the 22/23 contribution to the Boiler replacement and condition surveys for the Leisure Centre. Other smaller overspends on Cemetery running costs, Parish Clock repairs and bus shelter repairs have also been absorbed.

Savings from staffing budget, loan repayments budget, property and grounds maintenance budgets have all helped to offset these overspends in addition to covering the loss of rental income from the Parish Suite.

The Councils general reserve which by law has to be at least a third of the Councils expenditure stands at a healthy £151,535 which is within the required threshold. Ear marked reserves for specific future projects stands at £285,678.

Additional reserves for Extreme Wheels 2023 programme and alterations to the Community Hub building have been created. The Clerk advised Councillors that the reserves need to be reviewed at the Finance Committees next meeting to ensure they are still fit for purpose.

Overall the Councils finances at the close of 22/23 are in a good position.

The Clerk informed Councillors that as the full year costs are available she will be able to reappportion the 23/24 budgets to more accurate budget heads as discussed at previous meetings. The Clerk will provide a revised budget for the Finance Committee to consider at its next meeting.

FIN90 Internal Audit

The Clerk informed Councillors that the internal audit of the 22/23 accounts will take place on the 4th May 2023.

Following the receipt of the internal auditors report a Finance and Full Council meeting will need to be convened to approve the AGAR in time for the June 2023 submission deadline to the external auditor.

FIN91 Agenda items requested by Members

- Audit report
- Year end
- Church Clock agreement
- Reserves review
- Budget review 23/24
- Bank signatories

FIN92 Date of the Next Council Meeting

- To be agreed after the Annual Parish Council meeting.

MEETING CLOSED: 20:55