

pcmwfgp221117.docx

WITHERIDGE PARISH COUNCIL
Minutes of the Finance & General Purposes Committee
held 17/11/22 19:30 at Witheridge Parish Hall

MEMBERS PRESENT:

Cllr Northam

Cllr Goodwin

Cllr Searles

Cllr Wells

Parish Clerk

1. To Appoint Committee Chairman – 1st annual meeting.

RESOLVED: Cllr Wells proposed, Cllr Searles seconded and all were in favour appointment Cllr Northam.

2. Public Session.

None.

3. To Approve Apologies for Absence.

Cllr Harvey & Martin. Cllr Goodwin present as Cllr Martin's substitute.

4. To sign if approved minutes of the committee 18/11/21.

RESOLVED: Cllr Wells proposed, Cllr Goodwin seconded and all were in favour approval.

5. Current Financial Year Budget Review.

RECOMMENDED: Cllr Searles proposed, Cllr Goodwin seconded and all were in favour noting reviewed with no issues arising per report appended.

6. Next Financial Year Budget Draft & Precept Recommendation.

RECOMMENDED: Cllr Goodwin proposed, Cllr Searles seconded and all were in favour:-

- Adoption of the budget totalling £49474 per report appended.
- Earmarked Funding Allocations per report appended.
- 8.33% increase in the Precept to £39,000 with use of General Reserve to fund the difference between Precept & Budget per report appended.

Clerk to action.

7. To consider National Association of Local Councils concerning Local councils acting as sole trustee (LTN 28 - Basic Charity Law).

Cllrs reviewed the requirement recommendations primarily the requirement to establish a committee for the management of trust asset. It was considered this would incur significant overheads for no gain in respect of the Adventure Playground given the charity had no independent funds with all capital and revenue expenditure met by the parish council.

RECOMMENDED: To investigate the feasibility of dissolving the trust and transferring the land asset to the parish council. ***Clerk to action.***

8. To consider Policy Document Reviews:-

8.1. Standing Orders (Model Standing Orders 2018 (England) — Updated April 2022).

RECOMMENDED: Cllr Searles proposed, Cllr Goodwin seconded and all were in favour adoption as amended. ***Clerk to action.***

8.2. Statement of Internal Control.

RECOMMENDED: Cllr Searles proposed, Cllr Goodwin seconded and all were in favour adoption as amended. ***Clerk to action.***

8.3. Anti Fraud & Corruption Policy.

RECOMMENDED: Cllr Searles proposed, Cllr Wells seconded and all no change. ***Clerk to action.***

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8.4. Grounds Maintenance Scheme.

Cllrs considered a proposal submitted to the Council and referred to the Committee to increase the number of grass cuts by 1 for all areas for the months of May & June. The clerk reported the total cost at 2022 rates would be £635, further analysis of 2022 cuts for May and June revealed the current requirements were not always undertaken (or charged for).

The current Scheme was reviewed.

RECOMMENDED: Cllr Northam proposed, Cllr Wells seconded and all were in favour:-

- No change in the number of grass cuts for the months of May & June.
- Removal of plots 22 & 23 as these were currently being maintained by Witheridge in Bloom.
- Correction in the description of the path commonly known as The Drang from running between The Square and Drayford Lane to The Square and West Street.
- Update specification photo of Plot 10 Chapel Corner.
- Inclusion of an option for the cutting of Willow Rise Northern Open Space.

Meeting closed 20:45

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Expenditure Yr Ending			2022/23 Budget	Spend to 15/11/22
31/03/2020	31/03/2021	31/03/2022		
EXPENSES				
£1,316	£1,000	£1,273	Administration Total	£1,600 £1,053.20
£165	£98	£37	Chairman Allowance - LGA72s15(5)	£200 £30
£126	£126	£126	Defib - LGA72s137	£500 £0
£7,037	£6,173	£9,536	Environment	£12,480 £7,867
£1,693	£643	£1,470	Grants:	£3,000 £527
£1,290	£1,328	£1,432	Insurance - LGA72s111	£1,600 £1,752
£0	£0	£0	Election Costs	£0 £0
£10,296	£10,016	£10,277	Payroll - LGA72s112:	£10,673 £7,152
£447	£454	£1,017	Office/Store	£500 £0
£6,359	£7,391	£8,847	Public Conveniences - PHA36s87 inc PWLB Loan	£9,360 £6,823
£311	£310	£331	Subscriptions:	£364 £314
£184	£15	£0	Training - LGA72s111	£500 £0
£2,336	£1,466	£1,440	December Celebration - LGA72s145	£1,872 £0
£0	£0	£0	Air Ambulance Lighting	£0 £0
£330	£330	£190	Public Rights of Way - OSA06s10	£0 £190
£186	£155	£0	Parish Clock Repair Fund	£500 £681
£0	£0	£0	Historical Archive	£0 £0
£2,838	£357	£924	Public Toilet Block reconfiguration	£0 £1,032
£985	£0	£0	Youth & Childrens Projects	£0 £9,050
£1,040	£101	£0	Street Furniture	£0 £0
£0	£0	£0	Cemetery Earmarked Reserve	£500 £0
£36,938	£29,963	£36,901	TOTALS	£43,649 £36,470

*Earmarked Funding

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	2023/24 Proposed Budget CPI Nov 22:-	2024/25 Budget	2025/26 Budget
	10.10%	5.00%	2.00%
EXPENSES			
Administration Total	£1,762	£1,849.68	£1,887
Chairman Allowance - LGA72s15(5)	£200	£200	£200
Defib - LGA72s137	£500	£525.00	£536
Environment	£15,000	£15,750.00	£16,065
Grants:	£2,000	£2,000	£2,000
Insurance - LGA72s111	£1,762	£1,849.68	£1,887
Election Costs	£0	£500	£500
Payroll - LGA72s112:	£14,173	£14,881.82	£15,179
Office/Store	£500	£500	£500
Public Conveniences - PHA36s87 inc PWLB Loan	£10,305	£10,820.63	£11,037
Subscriptions:	£401	£420.80	£429
Training - LGA72s111	£500	£500	£500
December Celebration - LGA72s145	£1,872	£1,965.60	£2,005
Air Ambulance Lighting	£0	£0	£0
Public Rights of Way - OSA06s10	£0	£0	£0
Parish Clock Repair Fund	£0	£500	£500
Historical Archive	£0	£0	£0
Public Toilet Block reconfiguration	£0	£0	£0
Youth & Childrens Projects	£0	£0	£0
Street Furniture	£0	£0	£0
Cemetery Earmarked Reserve	£500	£500	£500
TOTALS	£49,474	£52,763	£53,724

Initials:

Chairman.

Dated:

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		Recommended Transfers	
Cash Book Balances 15/11/22			
Current	£36,388.14		
Deposit	£60,177.35		
TOTAL			£96,565.49
Earmarked Funding*			
Cemetery Extension - OSA06s9	£3,000.00		
Election Reserve	£2,800.00		
General Reserve	£15,000.00		
Historical Archive	£447.36		
P3 PRoW Funding Rcd - OSA06s10	£462.00	£3,170.00	
Parish Clock Reserve	£12,117.00		
PC PRoW Funding - Merge into P3	£3,170.00	-£3,170.00	
Strategic Planning	£3,554.64		
Street Furniture Maint	£5,460.00		
Toilets - PHA36s87	£2,981.11		
Youth & Childrens Projects	£19,965.00		
TOTAL Earmarked			-£68,957.11
VAT Control (To be reclaimed)			£3,940.75
Additional Expenditure to Yr End			-£16,769.59
Estimated Balance to be added to General Reserve at 31/3/23			£14,779.54

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Budget Funded BY:-

**Estimated
Income:-**

£43,345

General Reserve:-

£6,130

Precept History

<u>Precept History</u>	<u>Band D rate</u>	
2014/15	£27,753.00	£61.18
2015/16	£27,753.00	£60.63
2016/17	£28,484.00	£61.46
2017/18	£30,762.00	£67.22
2018/19	£31,378.00	£68.93
2019/20	£32,946.00	£68.10
2020/21	£34,646.00	£71.41
2021/22	£34,646.00	£69.79
2022/23	£36,000.00	£69.20

Recommend precept :-

£39,000.00 +8.33%

Parish Hall Grass Cutting Recharge

£670.00

Lease Room rent + utilities estimate

£3,674.92

Toilet Grant estimate

£500.00

Estimated Income:-

£43,344.92

Initials:

Chairman.

Dated: