



## Minutes of Binsted Parish Council Finance & Governance Committee

Tuesday 24th January 2023 @ 11am at the Pavilion

Finance Committee members : Cllr Melvin (Chair of Finance), Cllr Meade (Vice), Cllr Geoff Clarke, Lisa Spindler (Clerk), Sally Laker (RFO).

1	Apologies for Absence from Councillor Clarke
2	Finance Committee Minutes from 1 <sup>st</sup> November 2022 were approved
3	Current and savings account bank reconciliation to 31 <sup>st</sup> December 2022 were approved and banking transactions since this dated were discussed. Clerk as that we show the monthly bank reconciliations on the Website, all agreed.
4	SL presented update on actual YTD expenditure versus plan. <b>Action Points:</b> <ul style="list-style-type: none"> <li><i>i. AM, CM and LS will look through figures and revert to SL with any questions or concerns.</i></li> <li><i>ii. SL will establish new account lines to improve expenditure tracking for:</i> <ul style="list-style-type: none"> <li><i>a. Parish Maintenance</i></li> <li><i>b. SpeedWatch and Traffic Calming</i></li> <li><i>c. Planning Advice (CPRE membership fee to be coded to this account line.)</i></li> <li><i>d. Bentley Station Community Rail partnership (subject to Item 9).</i></li> </ul> </li> </ul>
5	EMR & General reserves were discussed. <b>Action Points:</b> <ul style="list-style-type: none"> <li><i>i. It was agreed that funds for Storage Container and Concrete base extension will be paid from General Reserves.</i></li> <li><i>ii. EMR still needs to be set up for the £2,000 agreed at recent FCM for speed gun purchases for the Frith End/Blacknest Road Transport issues.</i></li> <li><i>iii. The Telephone box situated as you go into Thurstons has some EMR funds remaining, all agreed that Chair working with Cllr Jones would contact a few local Parishioners to figure the best way to gather community engagement/ultimation on finishing the project or just removing it all together.</i></li> </ul>
6	Charitable Trust update, the bank account has now been opened with Unity Trust. Blacknest Field & Holt Pound Oval charitable accounts were discussed. Clerk would like to add RFO, Sally Laker as a Trustee. <b>Action Points:</b> <ul style="list-style-type: none"> <li><i>i. £500 will be transferred to provide cashflow for Charitable Trust account</i></li> <li><i>ii. AM will review current summary of expenses and income, to check these align with Grant awards. By 31/3/23, AM's intends to produce one page grant monitoring summary for each of the grant funding bodies.</i></li> <li><i>iii. SL will establish VAT account for Blacknest Fields charity from 1 April 2023. Until 31/3/23, all Blacknest income and expenses to continue to be paid (and VAT reclaimed) on BPC account, as has been done in past.</i></li> <li><i>iv. District Cllr plus Fete grants (which have funded Bench plus owl sculpture) has £150 remaining. It was agreed this £150 be used for contractor to put up the beautiful owl and Kestrel boxes that have been donated by Cllr Hall.</i></li> </ul>
7	Future Grant applications:

	<p>The deadlines for Strategic CIL Applications for EHDC &amp; SDNP (24/3 &amp; 3/3), for EHDC s106, and SDNPA Community Funds have been noted.</p> <p>It is agreed that traffic calming in the Parish, Oval funding and Blacknest pond are at the top of our priority list. AM is planning to make best efforts to bid for some of these competitions although she noted grants cannot be submitted until there are clear costings and any planning permissions already obtained (for example as will be required for Blacknest pond.) It was noted that Oval plans are not expected to be sufficiently well advanced for a Spring 2023 bid.</p>
8	<p>EHDC CIL overdue funds</p> <p><b>£7,087 is due to be received from EHDC within the next few weeks, we shall allocate these funds to Transport Issues in the Parish</b></p>
9	<p>Agreements for approval</p> <ul style="list-style-type: none"> <li>- <b>Fete Storage agreement</b> was approved by all. Action Point: Get signed.</li> <li>- <b>Bentley Station Adoption through Wey Valley Community Partnership</b> was discussed: we are still waiting for paperwork on the adoption Scheme and need to check the finer details of this.</li> <li>- <b>Grazing Agreement R.Crystal</b> is due end of March, same amount as last year no changes to the contract. Clerk to send out.</li> </ul>
10	<p>Update on Policies and Introduction of Safeguarding Policy</p> <ul style="list-style-type: none"> <li>- <b>New Safeguarding Policy</b> - approved by all. AM to send to Mary N for website.</li> <li>- <b>Updated Privacy Policy</b> - approved by all. AM to notify Parish council websites and Mary N to start trial of website email function, trialling at first with Cllrs.</li> </ul>
11	<p>War Memorial Rowledge – HCC reduced offer of 20-25% off materials will be declined. BPC cannot commit to such high prices set by HCC. Feel the Memorial and any associated expenses should be shared with Farnham Town Council</p>
12	<p>Sports clubs expenditure on grounds maintenance and review/ideas for Binsted Recreation Ground – bring to next meeting</p>
13	<p>EDF – when does fixed price date end? Clerk to research</p> <p>SL noted that BPC started current FY with positive prepayment balances on utility bills, which resulted in DD being reduced to £4/month! SL will start to accrue to account for actual utility costs now that this prepayment is exhausting itself.</p>
14	<p>List of dates for 2023 Parish meetings.</p> <p>It has been agreed to stick with a Tuesday night for all FCM</p>
15	<p>Next Finance and Governance meeting is scheduled for late March. Date tbc.</p>
16	<p>AOB</p> <ul style="list-style-type: none"> <li>• Clerk raised concerns over the Nest Pension Scheme and mentioned that in her contract, it states local Government Pension. CM and AM agreed in principle that BPC's employee pension scheme be transferred from NEST Pension to the Hampshire Local Govt Pension scheme, subject to review of the financial implications (at the next meeting).</li> <li>• It was agreed that BPC should join the CPRE for £36 pa</li> <li>• Laptop costings have been received from Saqqara, we need to get a few more quotes to compare prices.</li> </ul>