



## Minutes of the Parish Council Finance Committee Meeting

Tuesday 1<sup>st</sup> November 2022 @ 11am at the Pavilion

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

1	<b>Apologies for Absence:</b> Councillor Meade
2	<b>Finance Committee Minutes</b> from 26 <sup>th</sup> September signed and approved.
3	<b>Current account and savings account bank balances</b> were discussed, reconciliation to follow to 31 <sup>st</sup> October, which shall be brought to FCM 8 <sup>th</sup> November.
4	<b>BPC Six months accounts</b> - Thanks to RFO Sally for all her hard work since starting. All present are happy with the accounts so far this year and feel we are finally in a good place with a solid financial foundation from which to move forward.
5	<p><b>The 2023-4 Precept</b> was discussed and will be brought to FCM 8<sup>th</sup> November for approval before sending to EHDC thereafter. We agreed to reduce Hall Hire costs to £100. We agreed to include in Precept £3,000 for election costs (on advice of Cllr Ashcroft) and provision for £3,000 for a potential community event for Kings Coronation; but we are not to include provision for costs of developing a new Neighbourhood Plan.</p> <p>This results in a 15% increase for 2023-24 Precept compared to the current year. (Without these items it would be +11% and +7% respectively).</p> <p>Action points:</p> <ul style="list-style-type: none"> <li>• Cllr Ashcroft had mentioned that we may have to hold an Election for Cllrs next year now that all 9 councillor posts are filled – Clerk will further investigate mechanism for this. Not sure that we shall get more applicants wanting to join the Council - it was hard enough to engage new Councillors and hope that they are onboard for longer than just a few months.</li> <li>• Clerk will ask Fete Committee (prior to its 11 Nov meeting) what is planned for 2023 Fete.</li> <li>• In the new year, we will look at our IT contract with Saqqara. Our brief with them maybe needs updating.</li> <li>• Website costs to be kept in review – website updating by Mary Nolan is working really well. In the new year we will be looking into sorting website email function for distribution lists.</li> <li>• Utility costs were discussed – we need to clarify date on which fixed price with EDF will end; and check on the boiler servicing.</li> <li>• It will be helpful to improve titles and column labels on financial reports.</li> </ul>
6	<b>EMR</b> have been updated with our latest spends on Cricket nets, Notice/map board and Dog poo bins. It was agreed at the Transport Working group Meeting to earmark £2,000 towards speed devices (similar to the Beech ones) from our general reserves. Coronation and Election EMR's will be created in 2023.

7	<p><b>Grants</b> - SDNP £12,404 s106 funds have now been received and will be reserved in an EMR labelled 'Bridleway 41.' Chair also mentioned that HCC has approved our £4,800 bid for Parish Partnership Grant, to help pay for Bridleway 41 site prep/tree work and a Temporary Closure notice for Bridleway once work commences.</p>
8	<p><b>CIL funding</b> – EHDC Neighbourhood CIL £7,087 has been generated for the period to 30/9/22. It was agreed that Clerk will request this funding is paid into our account (rather than asking EHDC to hold it on our behalf.) The item will be included in EMR (as there are restrictions on what EHDC Neighbourhood funds can be used for); but decision on the exact use of these funds will be made at a later date, once we have clarity about Transport issues currently being reviewed along the Frith End/Blacknest Road.</p> <p>Clerk noted that SDNP CIL Call for Projects for 2023-24 has just opened (deadline 31<sup>st</sup> January for Expressions of Interest.) Chair will bring a one page summary to Dec FCM, outlining what this grant – and other grant sources - can be spent on, to map against our desired future projects.</p>
9	<p><b>Charitable Trust update</b> – Santander appointment next week to open a Charity account with them. Clerk has found banks make it very difficult to open a Charity account!</p>
10	<p><b>Policies that need updating</b> – Chair suggested a BPC Safeguarding Policy is put in place, as Duke of Edinburgh school children are starting to be involved in community work parties at Blacknest Fields. Risk Assessments are also something we need to look, both for the upcoming work on Bridleway 41 and community events at Blacknest Fields. First Aid training also discussed.</p>
11	<p><b>Pavilion energy consumption and potential bid for renewable energy generation</b> - If we are going to bid for funding for renewable energy generation, we will need to demonstrate having completed energy efficiency improvements. Clerk mentioned that care is being taken to reduce energy consumption - the only radiators on at the Pavilion are in the main hall - no other rooms need heat during the Autumn/Winter season. We need to have good records for gas and electric usage, to get a contractor to fix radiator valves and smooth/increase loft insulation (one 2m section is missing the whole length of the loft), which were the action points from Nov 2021 Energy Efficiency audit. Chair will contact Ken Rose to ask for further energy advice. In the longer term, when the Pavilion is remodelled, we shall then need to do a complete overhaul of boiler and heating system.</p>
12	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Draft contract for work on Bridleway 41 was reviewed and approved to be sent out.</li> <li>• 6 month internal audit to be held with Tim Light next week.</li> <li>• Next Finance Committee meeting is pencilled in for mid January 2023 (after Jan FCM).</li> <li>• Dates for next years Parish Meetings need to be agreed – Clerk to bring to next FCM</li> </ul>
13	<p><b>Matters for discussion at next meeting</b></p> <ul style="list-style-type: none"> <li>• Safeguarding Policy</li> <li>• IT contract with Saqqara</li> <li>• Expenditure on ground maintenance for sports clubs' activities</li> <li>• Review of other ideas for improvements to Rec Ground (from 17 Nov public meeting).</li> </ul>