

## South Willlesborough and Newtown Community Council Finance and General Purposes Committee 24<sup>th</sup> October 2022

### MINUTES

In attendance – Cllr Sue Mullan (Chair)(SM) Cllr Andy Rogers (AR) and Cllr Jacky Godden (JG) Sarah Evans (SE) Community Council Manager, Rob Woods (RW) RFO  
The Chair welcomed AR to his first Finance and General Purposes Committee meeting

#### **71/22 Apologies for absence and approval**

Apologies were received from Cllr Thilagarajan and Cllr Campkin. Both approved

#### **72/22 Declarations of pecuniary, other significant or voluntary interest.**

None recorded

#### **73/22 To agree the minutes of the last meeting and sign**

Proposed JG Seconded SM and agreed unanimously that the minutes were accurate and a true record of proceedings and the Chair signs them.

#### **74/22 To note budget performance to date, bank reconciliation and recommended bank transfers**

Proposed AR Seconded JG and agreed unanimously that

- a) the report is noted without comment.
- b) the Chair is reimbursed for the cost of a funeral wreath, bought on behalf of the Council

#### **75/22 To agree the payments listing (below) and new beneficiaries**

Proposed JG Seconded AR and agreed unanimously subject to the inclusion of £780 payment for the third quarter office rental charges payable to Ashford Cattle Market Company Limited

An urgent, late invoice received from Chris Knott Insurance was not approved for payment until the RFO and Allotments Officer can confirm it reflects the Council's insurance needs for the Gas House Fields Allotments. There were no new beneficiaries to agree

PAYEE	NET	GROSS	VAT	Cash Book	REASON	RECORDED IN
ACCM - Salary	£898.12	£898.12	£0.00	329	Salary	Staff Salaries
CCM - Salary	£1,067.10	£1,067.10	£0.00	329	Salary	Staff Salaries
HMRC	£245.05	£245.05	£0.00	330	Salary oncosts	Staff Salaries
ASL	£21.31	£25.57	£4.26	<b>331</b>	Copier costs	Stationery/Equpt
CCM Expenses	£12.90	£15.48	£2.58	333	Reimbursements	Stationery/Equpt
<b>Source Payments for Information</b>						
NONE						
<b>Direct Debits for Information</b>						
NEST	£91.60	£91.60	£0.00	330	Pension payments	Salaries

Agilico	£17.00	£20.40	£3.40	332	Phone/Broadband	Phone/Broadband
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**76/22 To review the following Council policies and make recommendations to Council as required**

- a) Grants Policy - Proposed AR Seconded JG – Agreed unanimously that no amendments, additions or exclusions are required
- b) Advertising Policy Proposed JG Seconded AR – Agreed unanimously that no amendments, additions or exclusions are required
- c) Internet Banking Policy - Proposed AR Seconded JG – Agreed unanimously that no amendments, additions or exclusions are required

**77/22 To consider the budget implications of the draft Environment Strategy and make recommendations to Council**

**78/22 To consider the revised draft budget for 2022-23 and budget 2023-24**

Following a short discussion, members agreed to consider items 77/22 and 78/22 together. It was unanimously agreed that the following recommendations are presented to Council

- a) That a proposed action in the draft Environment Strategy relating to the bulk purchase of energy audits is removed and replaced by one to provide complementary area enhancements at a cost of £3000
- b) That the overall budget proposed in the draft Environment Strategy of £20000 in 2023-24 represents good value for money given the high number of cross-cutting links with other themes in the Community Plan and the Council's wider objectives
- c) Given b) above, that the Environment Strategy Action Plan is deemed to form the basis of the 2023-24 Community Plan re-write. (subject to any other relevant recommendations of the Staffing and Allotments Committees)
- d) That the relevant Community Plan themes and Council's wider objectives are included in the final version of the Environment Strategy.
- e) In the light of the current financial situation, that expenditure and income 2023-24 is consistent with the Council's aspiration to maintain local taxation at 2022-23 levels such that the following are re-visited prior to the Council's agreement of the final budget,
  - I. The first draft expenditure budget of £87,850 for 2023-24
  - II. Estimated size of the 2022-23 year-end reserve to provide members with precept subsidy options
  - III. Possible external funding opportunities
  - IV. The brief for a 2023-24 Community event currently estimated at £10500 in total offset by an income prediction of £5500 from external funding sources (ie £5000 net cost to SWANCC)

**79/22 To agree the date of the next meeting as 21<sup>st</sup> November 2022 and items to be included on the agenda.**

Date agreed :Agenda Items – Review of Safeguarding Policy and associated issues

There being no further business the Chair closed the meeting at 8.01pm

Signed: .....  
Chair

Date:.....

DRAFT