



Finance Committee Meeting Minutes for Tuesday 12 April 2022

FC 54 / 21 Attendance and apologies

Attendance: Cllr Booth (Chairman), Cllr Buxton, Cllr Evans, Cllr Pike

Apologies: none

In Attendance: R Davies (Clerk and RFO), Cllr Bains

There were no members of the public present.

There were no declarations of interest for items on the agenda.

FC 55 / 21 To review minutes of the meeting 8 March 2022

RESOLVED: That the minutes of the meeting 8 March 2022 were approved.

FC 56 / 21 Public Adjournment

There were no members of the public present, therefore the Chairman proceeded with the meeting.

FC 57 / 21 Project Expenditure

The committee were updated on the projects with allocated budgets:

The playground project from 2019 which was complete apart from the new rocking horse has been completed with the installation by Wickstead of the replacement horse.

The Office Equipment to expand the office for the new employees has been completed on budget and is now installed

The purchase of 2 laptops has been made saving £100 per laptop against budget allocation. The VOIP equipment will be sourced once the employee start dates are known.

The plumbing work has been carried out to fix the ongoing water issue in the Pavilion flat within budget.

FC 58 / 21 Council Budget Reports

The committee received and reviewed the budget reports to the end of March 2022.

The committee received and reviewed the pre-year end position for the year ending 31 March 2022 and the proposed additional EMR movements, the following points were noted:

4064/101 Legal and Professional fees are split

INFORMATION PROVIDED SUBSEQUENT TO THE MEETING AT THE REQUEST OF THE COMMITTEE

LEGAL £4361.67 (£2,225 FROM 2021 22)

RECRUITMENT £5567.67

PROFESSIONAL £2950 (FEASIBILITY STUDY FOR MUGA FROM CIL EMR)

4211/102 Elections budget is underspent by £1,802

RESOLVED: That balance of £1802 is transferred to the Election EMR bringing that balance to £5502.

4231/102 Community Action includes pre-payments to the value of £2279.99 for the Jubilee Event. These will be journalled into 2022 2023 at the year end.

1033/203 Cemetery Grant of rights income is £14,005, £2005 above the budgeted EMR transfer.

RESOLVED: That the additional £2,005 Grant of Rights income is transferred to the Cemetery EMR bringing that balance to £37,031.65.

1010/204 Allotment rent balance of £1,657 will increase by £97 once the end of year journals are entered due to late receipt of cash into the post office.

205 The pre year end Tennis income is £31,320 which after budgeted EMR transfers and in year costs leaves a balance of £11,996.

RESOLVED: That the balance £11,996 is transferred to the Tennis EMR bringing that balance to £64,853.72. This means that with the budgeted EMR reserve transfer for 2022 2023 and 2023 2024 there will be funds available to refurbish the courts spring 2024.

Cllr Buxton left the meeting at this point (14:30)

901/4905 Capital expenditure of £17,835 is broken down as follows:

INFORMATION PROVIDED SUBSEQUENT TO THE MEETING AT THE REQUEST OF THE COMMITTEE

DESCRIPTION	CAPITAL COST	EMR FUND	EMR TRANSFER	CAPITAL EXPENDITURE NET OF EMR TRANSFER
	£		£	£
DEPOSIT FOR BENCHES AND BIKE	1,677.00	324 – S106 OPEN SPACE	1,677.00	
CONTRIBUTION TO ANPR	2,000.00	333 – CIL	2,000.00	
2 URNS FOR SNACK SHACK	88.32			88.32
NESPRESSO AND CASH DRAWER SS	111.50			111.50
DOG BIN - NEW	123.35			123.35
FINAL PAYMENT PLANTER BENCHES	5,031.00	324 – S106 OPEN SPACE	5,031.00	
BENCHES PURCHASED WITH DONATION	3,052.44	DONATION RECEIVED	3,052.44	
CARD MACHINE	74.96			74.96
NEW ATC CHAIR FOR SAFETY AT WORK	146.00			146.00
CHRISTMAS TREE LIGHTS	4,641.00	325 – PUBLIC ART	4,641.00	
REPLACEMENT HOOVER	170.28			170.28
2 NEW LAPTOPS FOR NEW EMPLOYEES	719.17			719.17
TOTALS	17,835.02		16,401.44	1,433.58

NOTE: BUDGET FOR CAPITAL EXPENDITURE FOR 2021 2022 WAS £3,000 RESULTING IN AN UNDERSPEND OF £1,566.42.

The committee noted the resultant surplus of £27,190 (pre-year end adjustments) against an approved budget for 2021 2022 of an in-year deficit of £4,217 and requested that the RFO shows this, and previous 2 years year ends when presenting to the council.

FC 59 / 21 Audit Provision

The committee were updated by the RFO on PKF Littlejohn, external auditor's requirement for the AGAR due 30th June 2022.

The committee were updated by the RFO that the AGAR for 2020 2021 was still outstanding from the auditor.

The committee were updated by the RFO on the date arranged for the internal audit of the 14th June 2022.

The committee received the JPAG Practitioner's Guide March 2022.

FC 60 / 21 Information Sharing

The committee expressed concerns over the RBWM budget security looking forward and the potential of other services, like the library provision, being passed down to parish precepts.

The committee also expressed concerns over the increases in energy costs and the impact this will have on the council budgets.

FC 61 / 21 Dates of the upcoming meetings

The next meeting date is 10 May at 1:30pm.

The meeting closed at 3:15 pm.