



Finance Committee Meeting Minutes for Tuesday 6 December 2022

FC 37 / 22 Attendance and apologies

Attendance: Cllr Booth (Chairman); Cllr Buxton; Cllr Bains; Cllr Pike; Cllr Evans.

In Attendance: R Davies (Clerk and RFO)

There was one member of the public present, their details are recorded in compliance with the GDPRs.

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

FC 38 / 22 To review minutes of the meeting 8 November 2022.

RESOLVED: That the minutes of the meeting 8 November 2022 were approved with the following amends:

FC 33/22 to correct the text to read:

Lot 1 – MUGA current cost of £127,682.00 vs £121,000.00 budget which was an **overspend** of £6,682.00

Lot 2 – Playground & Surface and Lot 3 – Junior Teen Playground current cost of £87,514.12 vs £88,000.00 budget which was an **underspend of** budget of £485.88

Lot 4 – Pathways current cost of £23,995.00 vs £34,100.00 budget which was an **underspend of** budget of £10,105.00

Removal of Existing Equipment cost of £4,500.00

Professional Fees current expenditure of £6,650.00 vs £16,800.00 budget

The total therefore returned **an underspend of budget** of £9558.88

FC 49 / 22 Public Adjournment

There was one member of the public present who did not wish to ask a question of the committee.

FC 50 / 22 FC 40 / 22 Business from previous meetings

FC 50 / 22 / 1 The committee received an update on the progress of the set up of the Flagstone account and confirmation that the process document would be drafted once the platform could be seen and actions made clear.

FC 50 / 22 / 2 The committee received an update on the AGAR for 2020 / 2021 which has now been completed with no matters arising on the standard review nor on the additional work required due to the Challenge Questions received.

RESOLVED: That the cost to the residents of £710 for the challenge questions required publication of the scope of the questions submitted which were found to have no grounds for review by the external auditor.

The challenge questions covered the following topics:

- issues raised by the internal auditor
- incorrect accounting for reserves
- requirement for a judicial review
- request for a public interest report to be issued
- compliance with Code of Audit Practice and Practitioners' Guide

- errors in accounting in relation to 2018/19 and 2019/20/information published in the publication ‘Village Life’
- understatement of income in 2020/21
- non-compliance with Regulations in respect of the provision for the exercise of public rights

The Clerk / RFO confirmed to the committee that challenge questions could be submitted by any member of the public at any point and did not have any restrictions.

FC 41 / 22 To receive the internal audit report of 24 November 2022

The committee received and reviewed the Internal Audit Report of 24 November 2022 noting the single action of increasing the fidelity risk insurance cover for the council holdings. With an otherwise clean audit, the committee thanked the Clerk / RFO for her work to maintain this standard.

FC 42 / 22 To receive and review budget reports to 30 November 2022

The committee received and reviewed the council budget report to the 30 November 2022 and noted the following:

1195 / 101	Interest received – additional pay out of £825 from Hiscox for COVID Claim
4021 / 101	VOIP payment due of £2617 to offset overspend
4062 / 101	External Audit fees anticipated to move to £1360 based on 2020 21 fees and additional hours and 2021 2022 fees

FC 43 / 22 To review the draft budget for 2023/24, 2024/25 and 2025/26

The committee reviewed the draft budget for 2023 2024 noting the update to the forecast year end position for 2022 2023 and the resulting impact on the general reserve.

- ACTION:** The committee requested a review by Cllr Booth, Cllr Bains and the Clerk of the flat rent to take place during 2023 2024 for inclusion in the budget setting process to commence October 2023.
- ACTION:** The committee requested a review by Cllr Booth, Cllr Bains and the Clerk of the administrative charge which is not currently levied on the Bloom sell through of baskets to local businesses for inclusion in the budget setting process to commence October 2023.
- ACTION:** The committee requested a review by Cllr Booth, Cllr Bains and the Clerk of the council charging schedule to review the in and out of area charging policy in relation to the council assets for inclusion in the budget setting process to commence October 2023.
- ACTION:** The committee requested a review by the Clerk of cemetery forecast of ‘full’ in relation to the current usage and a confirmation of the projection’s accuracy.
- RESOLVED:** That the EMR Village Hall would be moved and included in the EMR Property as shown in the reserves schedule.
- ACTION:** The committee requested the Clerk confirm the CIL regulations in relation to the use of CIL Funds to make maintenance repairs to the playground. In the budget year of 2023 2024 this is relation to the £40,000 proposed replacement of the wet pour surface under the equipment which is proposed to be spent from the Major Works EMR Playground.
- RESOLVED:** That the £8,198 EMR Community Action would be moved into the General Reserve.
- ACTION:** The committee requested the Clerk provided a CIL expenditure report to ensure that spending of the CIL Reserve fits with the project phases and that the council is spending funds within the 5 year timeframe.

The committee noted the impact of the increase in the Tax Base as notified by RBWM and the resulting impact on the previously proposed precept increase. The overall precept demand of 5% uplift would result in a 3% band D uplift. Therefore the committee reviewed the budget assumption facility to increase the band D to 5% which would provide a small budget facility for unknown precept funded projects through to March 2024.

RESOLVED: That the Band D Precept increase was confirmed as 5% with the resulting annual charge of £64.35 up from £61.29.

Cllr Booth wished the committee to note a potential £29,000 impact on the budget for 2023 2024 in relation to the work required on the woodland trees should the council resolve not to proceed with the CIL Project Woodland Walk.

RESOLVED: That the committee present the budget 2023 2024 to council on the 13 December for review and approval on the 17 January 2023.

For: Cllr Booth, Cllr Bains, Cllr Buxton, Cllr Evans

Against: Cllr Pike

FC 44 / 22 Information Sharing

There was no further information to share.

FC 45 / 22 Dates of the upcoming meetings

The Clerk confirmed that the next scheduled meeting on the 10 January 2023 would only take place if there were amends required to the budget prior to the council approval on the 17 January 2023.

The meeting closed at 3:15 pm.