



Minutes of the Finance Committee Meeting Tuesday 4 March 2025

The meeting started at 15:03

FC 41 / 24 Attendance and apologies.

Attendance: Cllr Coxon; Cllr Evans (Chairman); Cllr Newman; Cllr Pike

Present: Cllr R Morgan (Council Chairman), L Steele (Locum Clerk and RFO) & N Hayes (Clerk Designate)

There were no members of the public present.

FC 42 / 24 To review minutes of the meeting of 13 January 2025

RESOLVED: That the minutes of the meetings were signed by the Chair as an accurate record of the meeting.

FC 43 / 24 Public Adjournment.

There were no questions received from any members of the public before the meeting or at this point of the agenda.

FC 44 / 24 Council Budget 2025/26

An extensive discussion was held in relation to setting the council budget for 2025/26

The Locum Clerk advised that the way in which the budget is prepared is different to how it has been done last year.

APPROVED: The budget presented was agreed to be put to Full Council.

[Subsequent to the meeting, Full Council gave an action on the 18th March for the Finance Committee to review the budget setting process]

FC 45 / 24 To receive and approve the Council Risk Register

The Locum Clerk advised that the finance committee only see the risks associated with finance. All the other risks would go to Full Council for discussion.

ACTION: The Clerk would action the following amendments to the risk register:

Remove references to covid, F18 needs rewording, F19 to be removed, F7 – adjust the severity, F3 adjust likelihood score to 1

[Subsequent to the meeting, it was agreed that a working group be established to discuss the Council Risk Register in full and bring it back to Full Council in April]

FC 46 / 24 Tennis Maintenance Costs

Cllr Evans asked if there were any interests to declare. Cllr Coxon and Cllr Morgan advised that they were both season ticket holders of Broomhall Park Tennis.

APPROVED: for these costs to go forward to Full Council. It was noted that Cllr Coxon will provide three quotes for the tractor mower and drag brush, as well as costs to hire the equipment to be included in her paper for council. It was asked that the proposal should be the full costs.

TO NOTE: costs for this equipment can be funded from the non-earmarked reserves for tennis. The Clerk can use delegated authority to approve any costs below £500.

FC 47 / 24 Payment by Direct Debit for E-On and HMRC

APPROVED: the setting up of direct debits for E-On and HMRC.

The Locum Clerk left the meeting.

FC 49 / 24 Receipts and payments

Cllr Evans advised the committee that if they had any questions regarding the receipts and payments up to the 31st January, they should email her, and she will forward to the Clerk for confirmation.

FC 50 / 24 Bank reconciliation as at 31st January

RECEIVED: The councillors had no comments regarding the bank reconciliation.

The Locum Clerk rejoined the meeting.

FC 51 / 24 To receive questions from committee members

Cllr Newman asked for clarification around the allotments budget.

ACTION: The Clerk to share the budget information and associated costs for allotments with Cllr Newman

TO NOTE: Cllr Coxon asked if clarification could be provided over the responsibilities of the council and the plot holders for the maintenance of the allotments.

The meeting closed at 17.00

Signed as a true record of the meeting:

Signed: _____

Dated: _____