

Minutes of Finance Committee Meeting on 12th December 2022

Meeting at Memorial Hall, Cavendish at 7.30pm

Attendees: Finance Committee Members- Cllrs Halliday, Freeman and Williamott.

C R Turner-Clerk/RFO

No Members of the public

The agenda was to review where we currently stand with regard to the current year, estimated expenditure for the remainder of the financial year and to look at the budget for 2023/24 and complete the Precept application form for presentation to the full Council at our next meeting in January

Our current bank account balances total £65300. This compared to December 2021 which was £62300. We have earmarked £23000 of the funds for Memorial Hall, £10000, Highway issues, £10000 and £3000 for cleaning the War Memorial. A further £600 is held by us for Cavendish Flowers. This was the same for the previous year. At the end of the financial year to 31st March 2021 we had a net figure of £60000 less creditors of £8500 net £51500 less earmarked funds of £23600 net £27900. To date, this year we have £65300 less earmarked funds of £23600, £41700. However estimated expenses to year end is £8100 leaving £33600.

The RFO had completed a budget forecast for 2023/24. This does include using some of the reserves to avoid increasing individuals share of the precept. It will therefore reduce our reserves to approx. one year's precept figure. Additional costs are expected next year as an election is being held in May for Parish Councillors. Minor adjustments to other costs mean a spend of £32000. We do receive income from various sources which is set against outgoings but receive about £1500 from glass recycling (£1000) and Allotments (£500). This leaves net of £30500. We therefore intend to spend £3000 of our reserves leaving a precept figure of £27500. Last year the figure was £27450. We calculate this would mean a precept figure of £64.55 per Parish Band D household compared to £64.59, a small reduction.

It was felt that there was no need to increase our charges for the Cemetery/ Allotments or Hire of the Memorial Hall for the coming year

The application for the precept of ££27500 is to be put to the full council on 11th January.

A few other items of a financial matter were discussed as the full Finance Committee were present. We have received a quote for clearing and widening the pavement near Cavendish Hall. This is actually a County Council responsibility, but they are not willing at this time to deal with it. The pavement has earth/grass growing in it as it looks like part of the farmers field has grown into the pavement. Agreed we would write to Mr P Maddever to ask whether he can help.

Audit - Internal and External 2021/22 - the review of the External Audit by the Council has been delayed. The respective Certificate from PKF was dated 28th September even though they had had the audit for some time. The certificate and other documents needed to be posted onto our website by 30th September. This was not done and this and other certificates etc now require urgent action by the clerk who needs to review the Council's website, send any missing documents to the Chair to upload. This has been delayed before and the clerk/RFO needs to take responsibility for ensuring that the Council publishes various audit documents in the time frame set down. We need to ensure that we make proper provision for the exercise of public rights. In the external auditor report for 2021/22 PKF mention that we failed to approve the AGAR for 21/22 in time to publish it before the 1st July 2022. This needs to be done in future years. We also need to take note of two other matters; one being a weakness in relation to Council meeting attendance. This relates to Councillor's attendance; this matter has now been dealt with. The other being we only show the precept in Section 2 Box 2 and not any extra allowances made.

C R Turner