

OLD CLEEVE PARISH COUNCIL

MINUTES OF FINANCE COMMITTEE HELD ON WEDNESDAY 10TH NOVEMBER AT 10.25AM at THE CHURCH ROOMS, OLD CLEEVE

1. Election of Chair for the meeting:

Present - Cllr R Lillis, Cllr J Johnson-Smith, Cllr T Webb, Cllr G Williams, Cllr Duncan (committee members)

Observers - Cllr P Gannon

It was unanimously agreed by the committee to elect Cllr Lillis as Chairman

Proposed: Cllr Duncan **Seconded:** Cllr Williams

2. Apologies and Declarations of Interest:

No apologies Cllr Williams declared an interest in the Blue Anchor Toilets and the Old Cleeve Community Orchard

Cllr Webb declared an interest in the Old Cleeve Community Orchard

3. Minutes of the last meeting:

The minutes of the meeting held on 23rd October 2020 were signed as a true record

Proposed: Cllr Lillis **Seconded:** Cllr Williams

4. To review the details from the external audit:

PKF Littlejohn have submitted their report to the Parish Council regarding the completion of the 2020/2021 Annual Governance and Accountability Return (AGAR) and it was stated that:

'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'

5. Clerk's hours:

Following the Clerks resignation, advertisements have been placed for the vacancy. It was agreed that the advert would continue on the basis of 45 hours per month with a contingency of 5 hours per month within the budget to allow for additional workload if necessary. This was considered necessary with an ever-increasing workload and the upcoming Unitary Authority. Cllr Gannon suggested that with a possible increase in meetings with regards to the change to a Unitary Authority that it would be prudent to consider an additional cost code for councillors and the Clerk for expenses such as travel – if agreed at a full council meeting.

6. Submit donation requests for the review at the November 2021 meeting:

Requests for 2022/2023 have been received from:

- Roadwater Cricket Club £400.00
- Roadwater Youth Club £2000.00 – a PowerPoint presentation had been provided to support the application
- Blue Anchor Toilets Community Interest Company (BATCIC) £3600.00 – Cllr Williams had declared an interest and spoke as a representative for BATCIC. The request for 2022/2023 is

£3600 which is one third of the running costs

The above will be reviewed and considered by full council on Monday November 15th 2021.

7. Precept – to draft proposal for the 2022/2023 precept for consideration by full council

The 2022/2023 draft budget was reviewed and formed the basis for the 2022/2023 budget proposals. This was discussed in some detail and amendments made with regards to anticipated expenditure. It was agreed by all members of the committee to recommend the draft budget at the November 15th 2021 meeting.

Meeting closed at 11.55am

Signed

Dated

Minutes taken by The Clerk – to be reviewed at the 2022 Finance Meeting