

Minutes of a meeting of the Finance and Probity Committee of the Parish Council held on Wednesday 2<sup>nd</sup> December 2020 at 7.00pm held as a virtual meeting through the Zoom video conferencing platform.

**Present:** Councillors; Koning, Molyneux, O'Toole and Tullett. Officers: Mrs C Hinton (Clerk).

**In the absence of Councillor Bollen, the meeting was chaired by Councillor Koning.**

1. **ATTENDANCE**

- a) **Resolved to receive** apologies for absence from those councillors unable to attend from Councillor Bollen.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillor Bollen.

2. **DECLARATIONS OF INTEREST**

**To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

*Interests may be declared at any time during the meeting should they become apparent.*

3. **MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 2<sup>nd</sup> September 2020 – subject to one typing error being amended.
- b) **To consider any questions** arising from those minutes. **There were none.**

4. **PUBLIC CONSULTATION**

**To receive and consider any questions from the Public**, which may be answered but not debated.  
**There were no members of the public present.**

5. **PARISH CLERK'S REPORT**

**To receive and consider the Parish Clerk's Report**  
No Report required.

6. **ACCOUNTS**

- a) **Resolved to approve** the Accuracy of the Receipts and Payments entries to 30<sup>th</sup> November 2020
- b) **Resolved to receive and note** Budget Monitoring Sheet 2020/2021
- c) **Resolved to note** entries in Receipts and Payments spreadsheet have been checked by Councillor Bollen prior to the meeting.

7. **QUARTERLY FINANCIAL CHECKS**

**Resolved to approve** continued postponement of quarterly checks until Covid 19 lockdown measures are lifted and while scrutiny of relevant paperwork cannot be undertaken.

8. **BUDGET 2020/2021**

- a) **Resolved to approve** budget proposals for 2021/22 for recommendation to full Council as per Meeting Minutes page 4.
- b) **Resolved to approve** precept amount of £99,964 for 2021/22 for recommendation to full Council.

9. **GRANT APPLICATIONS**

**None Received.**

10. **FUTURE MEETINGS**

**Resolved to note** the date of the next meeting – 3<sup>rd</sup> March 2021.

**The meeting concluded at 2010hrs.**

**Tidenham Parish Council Budget Planning 2021/2022**  
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Expenditure	Budget 2019/20	Budget 2020/21	Budget 2021/22	Comments
Salary C Hinton	15000	22892	20000	Assuming no Public Sector pay award.
Staff Expenses	3500	2000	2000	
Salary D Stevens	9160	13895	14000	Assuming no Public Sector pay award.
HMRC	3500	6200	7000	
LGPS TPC Pension Cont.	3720	8736	9100	
<b>Sector Total</b>	<b>34880</b>	<b>53723</b>	<b>52100</b>	
Insurances	1950	1990	2050	3 year LTA due for renewal - assumed 2.5% inflation increase.
Newsletter			1240	Assuming cost of delivery covered by sponsorship.
Audit Fees	800	780	780	Awaiting confirmation.
Stationery	2500	250	200	
Subscriptions	1350	1490	1800	Awaiting confirmation - now includes Parish Online.
Office Equipment	500	500	0	
Chairman's Allowance	100	100	100	
Misc. (inc S&DLGA)	1400	1400	1700	S&DLGA increase to £675 plus under budget previous years.
<b>Sector Total</b>	<b>8600</b>	<b>6510</b>	<b>7870</b>	
Training	1000	1000	500	
Capital Costs	0	2800	0	
Election	5450	0	0	
Grants	2800	2800	1800	Reduced by £1000 TWMH&RGT Grant.
S&BVH	4000	2000	2000	Including £500 rent for hire of hall for future Council meetings.
<b>Sector Total</b>	<b>13250</b>	<b>8600</b>	<b>4300</b>	
Dog Waste	4350	4459	6037	
Gras	13668	13941	13384	
C/Yards & Grounds Maint	5000	2000	2000	
Play Area Inspections	1000	1062	1062	
Litter Picking	7020	7196	7228	
Tree Maintenance	3000	5116	1854	
Play Area Repairs	3000	4800	6120	
Street Hardware	4000	1500	1538	
<b>Sector Total</b>	<b>41038</b>	<b>40074</b>	<b>39223</b>	
<b>Working Group</b>	<b>2000</b>	<b>1240</b>	<b>0</b>	Now under Newsletter.
<b>Total Expenditure</b>	<b>99768</b>	<b>110147</b>	<b>103493</b>	
From Reserves	5000	13000	3529	
<b>Precept</b>	<b>94768</b>	<b>97147</b>	<b>99964</b>	This represents an increase of 2.9%.
<b>Earmarked/Ringfenced Reserves</b>				
Funds for Future Significant Projects			14893	S&BVH car park now resurfaced.
(VAT refund from 20/21 to be added to this Fund when received)				
Tump Farm Comm. Benefit			20865	
Councillor Tablets			2800	Capital fund not spent 2020/21.
<b>Total</b>			<b>38558</b>	
Estimated 20/21 year end reserves balance (as at 30 November 2020) £110972				
After deduction of above earmarked/ringfenced reserves estimated balance - £72400				

**THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020.**

These minutes were approved by Councillors at a virtual meeting of the Parish Council Finance and Probity Committee held under the above regulations during the Covid 19 lockdown period on 3<sup>rd</sup> March and deemed to have been signed as of that date. **Minute 2020/21 March 2021 page 5 item 3.**