

Minutes of a meeting of the Finance and Probity Committee of the Parish Council held on Wednesday 29th November 2023 at 7.00pm at Sedbury and Beachley Village Hall.

Present: Councillors Bollen, Jenkins, Koning, Tullett and Wall.
Officers: C Hinton (Clerk).

1. **ATTENDANCE**

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

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. There were none.

3. **MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 6th September 2023.
- 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. **None present.**

5. **PARISH CLERK'S REPORT**

Resolved to note no Clerk's Report required.

6. **ACCOUNTS**

- a) **Resolved to approve** the Accuracy of the Receipts and Payments entries to 31st October 2023.
- b) **Resolved to receive and note** Budget Monitoring Sheet 2023/2024
- c) **Resolved to approve** the accuracy of the YETI Project Accounts 2022/23.
- d) **Resolved to approve** the accuracy of the YETI Project Accounts 2023/24 to November 2023.
- e) **Resolved to note** entries in Receipts and Payments spreadsheet have been checked by a Councillor prior to the meeting.

7. **QUARTERLY FINANCIAL CHECKS**

To Undertake Quarterly Financial Checks.

Five invoices and supporting paperwork were checked and found to be correct.

8. **BUDGET 2024/2025**

- a) **Resolved to approve** budget proposals for 2024/25 for recommendation to full Council as per page 5.
- b) **Resolved to approve** precept amount for 2024/25 for recommendation to full Council of £122,639.

9. **GRANT APPLICATIONS**

- a) **Resolved to approve** grant application from Sedbury Space for £300 towards the provision of a Christmas Lunch for up to 50 members of the community.
- b) **Resolved to note** latest communication from Tidenham Village Group reference defibrillator grant. Clerk to respond re-iterating that the reserved funds of £700 are still available for the defibrillator providing that original concerns are addressed and that ongoing costs should be met by the community group. Councillors felt it unlikely that a further grant application for the defibrillator would be approved.

10. **FUTURE MEETINGS**

Resolved to note the date of the next meeting – 6th March 2024.

The meeting concluded at 2030hrs.

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Expenditure	Budget 2022/23	Budget 2023/24	Budget 2024/25	Comments
Salary C Hinton	21406	22518	28700	Assuming 3% Public Sector pay award.***
Staff Expenses	2000	2000	2000	
Salary D Stevens	14100	14259	18236	Assuming 3% Public Sector pay award.***
HMRC	7500	7700	9000	
LGPS TPC Pension Cont.	8904	8900	9300	
Sector Total	53910	55377	67236	
Insurances	2094	2249	2423	New 3 year LTA this year. Used 5% increase.
Newsletter/Comm. Engagem	1240	1240	1240	Cost of delivery covered by advertising and design in house.
Audit Fees	780	780	790	Awaiting confirmation.
Stationery	200	200	300	
Subscriptions	1764	1800	1880	TBC (includes Parish Online and 15% GAPTC discount).
Office Equipment	0	0	0	
Chairman's Allowance	100	100	100	
Misc. (inc S&DLGA)	1760	1760	2000	
Sector Total	7938	8129	8733	
Training	500	500	500	
Capital Costs	0	0	0	
Election	0	0	0	
Grants	1800	1800	1800	
S&BVH	1500	1500	1000	
Sector Total	3800	3800	3300	
Dog Waste	7420	7894	8683	
Grass	13384	13651	12200	
C/Yards & Grounds Maint	5050	6940	0	+ £5050 in earmarked reserves for church walls
Play Area Inspections	1094	1148	1561	
Litter Picking	7370	8177	8886	
Tree Maintenance	1557	2562	1633	
Play Area Repairs	6304	11934	17627	
Street Hardware	2244	1742	1916	
Sector Total	44423	54048	52506	
Total Expenditure	110071	121354	131775	Approx. 8.5% increase
From Reserves	2800	8000	9136	Previously Earmarked reserves - Funds for Future Significant Projects
Precept	107271	113354	122639	This represents an increase of approx 8%
Earmarked/Ringfenced Reserves				
Funds for Future Significant projects			13800	(Coronation projects)
Ormerod R'about			1000	
Earmarked funds 22/23			5592	
Earmarked funds 23/24			1242	(Church walls £5050)
Tump Farm Comm. Benefit			0	Now ringfenced for YETI Project.
YETI Project			20000	
Total			41634	
Estimated 23/24 year end reserves balance (as at 30 November 2023) £104,000				
After deduction of above earmarked/ringfenced reserves estimated balance - £62366				
*** Pay awards for each of the years 22/23 and 23/24 have been at 8% and 7% for the Asst Clerk and 6% and 5% for the Clerk - neither of which was known when the 2023/24 budget was prepared due to late announcement of the awards.				