

# SANDIACRE PARISH COUNCIL

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Minutes of the VIRTUAL Finance Committee meeting held on Tuesday, 24 November 2020 at 7.00pm via Zoom video conferencing.

**PRESENT:** Cllr W Major (Chairman)  
Cllr Mrs L Bilbie  
Cllr S Bilbie  
Cllr Mrs C French  
Cllr N Raycraft  
Cllr Mrs C Powers  
Cllr T Sanghera

**IN ATTENDANCE:** Mrs M Bloor - Clerk to the Council

**MEMBERS OF THE PUBLIC:** None

The Chairman welcomed everyone to the meeting.

## 1. APOLOGIES AND APPROVAL OF ABSENCES

All members of the Committee were present at the meeting.

## 2. TO RECEIVE DECLARATIONS OF INTEREST

Councillor	Declared Interest
S Bilbie	Personal interest: Memorial Institute Trustee
W Major	Personal interest: Memorial Institute Trustee and Cloudside Academy Governor

## 3. TO CONSIDER REQUESTS FOR DISPENSATION

It was noted dispensation was no longer required for Councillors setting the Precept.

## 4. VARIATION OF ORDER OF BUSINESS

There were no variations of business.

## 5. PUBLIC SESSION

No requests to join the virtual Finance meeting had been received.

## 6. MINUTES OF THE PREVIOUS FINANCE COMMITTEE MEETING

The Minutes of the Finance Committee meeting held on 28 November 2019 were approved by full Council on 14 January 2020. Copies had been circulated for reference.

## 7. BUDGET MONITORING STATEMENT

The Clerk noted that the predicted budget reports included the current financial position from 1/4/20 to 30/9/20 covering income and expenditure over the previous 6 months.

There were no recommendations to vary the current budget headings at this time.

The Clerk itemised each heading in the financial reports provided and invited questions.

Six pages of financial reports were presented for consideration:

Page 1.	<ul style="list-style-type: none"> <li>• Precept and CF final figures from 2012 - 2020</li> <li>• Predicted figures for a 3% increase in Precept: £50,006 to £51,510</li> <li>• EBC CF's grant remains £26,718 (subject to any change in the coming weeks)</li> <li>• Total Precept and CF's grant for 2021/22 = £78,228</li> <li>• Noted: Sandiacre is the largest of the parishes in Erewash with 14 Councillors</li> <li>• Noted: Band D amount is the lowest of the 13 parishes</li> </ul>
Page 2.	<ul style="list-style-type: none"> <li>• Carry forward figures from 2015 to 2020</li> <li>• Income received from 1/4/20 to 30/9/20</li> <li>• Predicted income for the coming year</li> <li>• Predicted Cemetery income for the coming year</li> </ul>
Page 3.	<ul style="list-style-type: none"> <li>• Predicted Precept expenditure</li> </ul>
Page 4.	<ul style="list-style-type: none"> <li>• Predicted CF's expenditure</li> </ul>
Page 5.	<ul style="list-style-type: none"> <li>• Predicted Cemetery fees to include a 3.5% increase</li> </ul>
Page 6.	<ul style="list-style-type: none"> <li>• Predicted income for the coming year, including outside grant funding applications</li> <li>• Band D charge: £19.10 per year / 0.37p per week</li> <li>• Anticipated priorities for the Council during 2021/2022</li> </ul>

#### Page 2. Bank Interest & NS&I Account

The Clerk noted that the Council now received very little interest on its bank accounts and the NS&I Account interest had reduced to less than £2 per year for £175.27.

Following discussion, it was **AGREED**: to recommend to full Council that the NS&I account be closed and funds transferred to a bank interest account

#### **8. CONCURRENT FUNCTIONS (CF) 2021/2022**

It was noted there was no expected change to the CF's budget allocation at the present time and EBC were indicating it would remain at the 2020/21 level of £26,718.

The Chairman explained why the CF's grant was provided to parishes in Erewash. If the Parish Council didn't exist, EBC was still required to maintain parks and open spaces and burial grounds. Erewash was the only area in Derbyshire to still offer a CF's grant. The Clerk noted that if it was not received, the Precept would need to increase to compensate for any loss of income in order to maintain essential services.

<b>Budget headings</b>	<b>2020/2021</b>	<b>2021/2022</b>
Recreation Grounds and Amenity Areas	19,093	18,862
Burial Grounds	445	435
Clerk/RFO salary + on-costs	7,180	7,421
Total:	26,718	26,718

The figures presented identified areas of expenditure based on confirmed contract rates and ongoing work required in the Cemetery to maintain a neat and tidy appearance.

It was noted more residents were now expressing interest to take on volunteer roles to help improve their community and this was commendable. However, this would be in addition to any on-going services already provided by the Parish and Borough Council.

The Clerk emphasised that services organised through the Parish Council had to be well managed and accountable in order to deliver effective and efficient services at all times.

**RESOLVED**: unanimously to agree to recommend to full Council a budget of £26,718 for the CF budget, subject to notification of any change by EBC

## 9. PRECEPT FOR THE PERIOD 1/4/21 TO 31/3/22

Each budget heading was itemised and considered in detail.

- Increase in Precept proposed by 3% from 1/4/21 = £50,006 to £51,510
- Band D annual charge from £18.54 to £19.10 = 56p increase (37p x 52 weeks)
- Should a WREN grant of £60,000 be successful in 2021, the Council would be required to find a contribution of 10.75%. Therefore, additional funds had been allocated to Contingencies, which would also support any unexpected pressures on the budget in the coming year.
- The 'crime prevention' budget heading had been removed as there were no longer youth sessions and ASB and vandalism had increased in recent months
- Funding for flower bed improvements had been removed as the two beds on Derby Road would be removed and replaced with a new bench and planter.
- The Memorial Institute support grant of £200 had been removed as there had been no claim for several years.
- As a newsletter had not been produced during 2020 due to limited content, the Clerk confirmed she now had time to look around for a different supplier. It was important to remain with a recognised distribution company so a record was kept of streets and areas covered. Some areas were out of bounds if they posed a problem with gaining access or a risk to personal safety.
- The annual tree report had recently been produced and estimated costs for priority work amounted to £1,425 and the report had cost £450 to produce.

**RESOLVED:** unanimously to agree to recommend to full Council a Precept of £51,510, subject to notification of any change to the CF grant by EBC

## 10. CEMETERY FEES FOR THE PERIOD: 1/4/21 TO 31/3/22

The proposed figures had been rounded up and down to show an overall increase of 3.5%. There had been no increase in fees for 2020/2021.

The Clerk highlighted that there had been 21 burials so far this year with another one this week, which doubled the predicted number. Income had increased, but Cemetery maintenance required ongoing investment to ensure burial areas remain in good order.

The Clerk noted that it was now proving very difficult to obtain standard roses, especially during lockdown and as this service was mentioned in the Cemetery fees, it may now be time to reconsider offering them as it was an administrative and logistical problem.

1. **RESOLVED:** unanimously to recommend to full Council an increase of 3.5% for Cemetery fees from 1/4/21 to 31/3/22
2. **RESOLVED:** unanimously to recommend to full Council that the service to offer standard roses be withdrawn. Should a special request be received, it would be considered individually at the time.

The Clerk was thanked for all her time and involvement in preparing the draft budget.

## 11. DATE FOR RATIFICATION BY FULL COUNCIL

**TUESDAY, 12 JANUARY 2021 – SECOND TUESDAY IN THE MONTH**

**The meeting closed at 8.15pm.**

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_