

SANDIACRE PARISH COUNCIL

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Minutes of the Finance Committee meeting held on Thursday, 29 November 2022 at 7pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

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

Councillor	Apology
Mrs L Bilbie	Prior commitment
Mrs C Powers	Work commitment
T Sanghera	Borough Council meeting commitment

RESOLVED: to approve apologies for absence

2. TO RECEIVE DECLARATIONS OF INTERESTS

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

3. TO CONSIDER REQUESTS FOR DISPENSATION

There were no requests for dispensation.

4. VARIATION OF ORDER OF BUSINESS

There were no variations of business.

5. PUBLIC PARTICIPATION SESSION

No members of the public were present.

6. MINUTES OF THE PREVIOUS FINANCE COMMITTEE MEETING

Minutes of the Finance Committee meeting held on Tuesday, 23 November 2021 were approved by full Council on 11 January 2022. Copies were circulated for reference.

7. BUDGET MONITORING STATEMENT

A bank reconciliation, covering the period 1/4/22 to 31/10/22, was received and noted and included details of income and expenditure for budget monitoring purposes.

The Clerk tabled six pages of financial reports for Councillors to prepare the 2023/2024 budget. Each page was itemised and questions were invited.

It was noted that some figures were estimated and EBC was yet to confirm if the Concurrent Functions grant would remain unchanged at £26,718.

<p>Page 1.</p> <p><u>Overall Position</u></p>	<ul style="list-style-type: none"> • Comparison of Precept and CF figures from 2014 to 2023 shown • Recommended: 8% increase in Precept from £53,320 to £57,600 • EBC CF's grant of £26,718 predicted to remain unchanged, subject to confirmation • Precept and CF's grant for 2023/24 = Increased from £80,038 to £84,318 • Overall increase of £4,280, but it was noted costs had significantly increased over the past 12 months and this figure would be absorbed • Sandiacre is the largest of the PC's in Erewash with 14 Councillors • It had the lowest Band D charge at £1,978.49 (2022/23) • It had the 3rd highest Precept at £53,320 (2022/23) • Some Parish Councils support grant funding to their community, but Sandiacre prioritises ongoing services • Parish Precept 2022/23 = £19.90 per week / 0.39 per week • Recommended increase: 2023/24 = £21.50 per week / 0.42 per week
<p>Page 2.</p> <p><u>Income</u></p>	<ul style="list-style-type: none"> • List of carry forward figures from 2017. 2022 = £74,726.02 including £17,588 ring-fenced (Polling station costs + Repairs to Church wall) • Polling station costs: £2,000 allocated per year over a 4 year period • Income received from 1/4/22 to 31/10/22: £103,633.34 • Estimated income for forthcoming financial year: £130,981.05 • Predicted Cemetery income 2022/23 = £14,925 • Recommended increase of 5% across Cemetery fees • Cemetery fees were decreasing as fewer burials were taking place
<p>Page 3.</p> <p><u>Precept</u></p>	<ul style="list-style-type: none"> • An itemised list of Precept expenditure was considered in detail • In 2023 the Christmas lights 3-year rental agreement would end, but a new agreement for motif designs would be decided. It was confirmed by the supplier that costs were not likely to increase • Energy costs were increasing and this included for Christmas lights • Leisurelites were currently installing timers in 37 lamp columns (FOC) to help reduce energy costs • EBC was considering continuing play scheme grant funding to parishes. Councillors felt it important the Parish Council supported the scheme. • Clerk's salary: 78% Precept / 32% CF's Grant • The 2022 NJC salary pay scales had been agreed and the Clerk would receive an additional £1 per hour from 1/4/22 (She was on the maximum of the pay scale). • It was noted the Parish Council did adopt NJC pay and conditions and arrears would be paid to the Clerk, as set out in the agreement • The Clerk confirmed she would seek outside grant funding to ease budget pressures over the coming year
<p>Page 4.</p> <p><u>Concurrent Functions</u></p>	<ul style="list-style-type: none"> • Expenditure was itemised to cover the £26,718 CF's grant from 1/4/23 • Fox Landscaping was contracted for grounds maintenance work on the parks, Cemetery and closed churchyards from 1/4/23 • Mr Wallace was under contract for Amenity Areas in the village centre • Mr Wallace had requested an extra 50p per hour from 1/4/23 for litter picking as fuel costs increased: £12 per hour

	<ul style="list-style-type: none"> The Clerk tabled a copy of each contract and timesheets used for litter picking and low level work, which required all work undertaken to be itemised
Page 5.	<ul style="list-style-type: none"> Predicted Cemetery fees to include a 5% increase (rounded up) It was noted the Council relied on Cemetery fees to support services and there was grave space available for approximately 20 to 30 years
Page 6.	<ul style="list-style-type: none"> Showed predicted income for the coming year and potential outside grant funding Band D charge estimated for 2023 at £21.50 per annum 2023 would be an election year for parishes and funds for Polling Station costs had been ring-fenced at £2,000 per year Priority areas identified for 2023/2024 included: <ul style="list-style-type: none"> Section of Cemetery retaining wall to be completed Headstone testing DARG: Repairs to footpath running by The Greenway Springfield Park: Perimeter trail and additional tree planting Suggestions for work included: <ul style="list-style-type: none"> Introduce new Sandiacre PC Cemetery sign Springfield Park: Welcome sign Replace 3 old wooden notice boards Village sign: Refurbish/replace once costs confirmed Enter into a new agreement for Christmas lights 2023,24,25 Outside funding would be obtained to fund NP consultancy fees

RESOLVED: to note the reports presented

8. CONCURRENT FUNCTIONS (CF) 2023/2024

It was noted that EBC would soon confirm the allocation of Concurrent Function grants to parishes and the figures provided by the Clerk could be subject to change.

Budget headings	2022/2023	2023/2024
Recreation Grounds and Amenity Areas	19,830	20,497
Burial Grounds	480	600
Clerk/RFO salary + on-costs	5,072	5,621
Adjustment made when final figure confirmed by EBC	1,336	
Total:	26,718	26,718

It was noted areas of expenditure on CF were based on contract rates.

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 1/4/23 TO 31/3/24

Each budget heading was itemised:

- Increase in Precept by 8% from 1/4/22 = £53,320 to £57,600
- Band D annual charge from 19.90 to £21.50 per year / 0.42p per week

RESOLVED: unanimously to recommend to full Council that the Precept be set at £57,600, subject to notification by EBC of any change to the CF grant

10. CEMETERY FEES FOR THE PERIOD: 1/4/23 TO 31/3/24

The proposed figures had been rounded up to show an overall increase of 5%.

1. **RESOLVED:** unanimously to recommend to full Council an increase of 5% for Cemetery fees from 1/4/23

11. DATE FOR RATIFICATION BY FULL COUNCIL

Tuesday, 10 January 2023

SECOND TUESDAY IN THE MONTH

The meeting closed at 8.20 pm.

Signed by Chairman _____

Date _____