

Helsby Parish Council

Minutes of the Finance Committee meeting held at 7.02pm on 6th January 2020 in the Committee Room

Present:

Cllr. Terry O'Neill – Chairman

Cllr. Alan Gardner

Cllr. Polly Barry

Cllr. Sarah Temple

Cllr. Peter Duffy

1. Public Air Time. Proposed by Cllr. Gardner, seconded by Cllr. Duffy and **RESOLVED – that the meeting be suspended for public participation – F01/20**. There being no matters brought to the committee's attention it was proposed by Cllr. Duffy, seconded by Cllr. Temple and **RESOLVED – that Public Air Time be closed and the meeting reconvened – F02/20**.
2. Apologies for absence. Received and accepted from Cllrs. Randles and Porter.
3. Request for dispensations / declarations of disclosable pecuniary interests in accordance with s.33 of the Localism Act 2011. None received / reported.
4. Minutes of the previous meeting. Proposed by Cllr. Gardner, seconded by Cllr. Temple and **RESOLVED – that the minutes of the Finance Committee meeting held on 30th September 2019 be accepted as accurate and duly signed by the Chairman – F03/20**.
5. Matters arising from the previous meeting – none reported.
6. The Committee reviewed grants and earmarked reserves. See table overleaf:

Grants and earmarked reserves for identified projects as follows: -

Particulars	c/f 2018-19 £	Provided 2019-20 £	Planned Usage 2019-20 £	Released 2019-20 £	Expected Balance 31.3.20 £	Provided 2020-21 £	Planned Usage 2020-21 £	Expected Balance 31.3.21 £
Budgeted for grant of £100k to HCSC	£88,000	£12,000	£100,000	£100,000 ^(a)	£0	£0	£0	£0
Future burial provision	£18,925	£3,566	£0	£0	£22,491	£2,180	£0	£24,671
Soft Safety Surface/new play equipment	£0	£8,000	£0	£0	£8,000	£8,000	£0	£16,000
Total:	£106,925	£23,566	£100,000	£100,000	£30,491	£10,180	£0	£40,671
Total earmarked reserves expected balance at 31st March 2020					£30,491	Expected balance at 31st March 2021		£40,671

(a) Advanced payment on lease. The Clerk advised members on the current signatories and to take £50k from the Co-Op and £50k from NatWest Business Reserve and to keep the existing monies in the Monmouthshire as this was the best 'interest bearing' account – duly noted.

8. Committee budgets for 2020/21 from the following committees: -

	<u>2019/20</u>	<u>2020/21</u>
Health & Safety	£330	£980^(a)
Human Resources	£700	£700^(b)
Environment	£24,950	£26,170^(c)
Parks, Cemetery & Allotments	£20,366	£21,480^(d)

Notes to the aforementioned:

- a) GA's require Health & Safety and Brushcutter training. H&S expires February 2021. Brushcutter expires April 2020. PPE increased to cover equipment for any changes in staffing.
- b) To cover training new Clerk(s) as required.
- c) Uplift due to war memorial cleaning and increased budget for Sherwood Court land in line with current expenditure.
- d) Increased mainly for parks equipment due to unknown costs associated with vandalism and breakages.

The aforesaid breakdown of figures is included in the attached Budget Report

9. Calculation of budget figures for 2020/21. The Committee worked through the individual budget headings for the purpose of calculating the precept request.

Receipts (decreased by £8,200)

Mainly due to decrease in expected income through VAT reclamation (£8,250)

Payments (decreased by £19,112) – mainly due to: -

No budget required for Neighbourhood Plan review (£3,000). It was hoped that any costs could be paid in current fiscal year.

No budget required for Sports Club grant as the target figure of £100,000 had been reached (£12,000)

No budget required for Parish Election expenses (£3,556)

10. Precept for Financial Year 1st April 2020 – 31st March 2021. Proposed by Cllr. Duffy, seconded by Cllr. Gardner and **RESOLVED that the Parish Council be RECOMMENDED to issue a precept request to Cheshire West and Chester Council for £100,218 based on budget calculations for the ensuing fiscal year 2020-21 as now attached to these minutes along with justification of the precept request – F04/20.**

The Band D equivalents number for Helsby is 2,032 after taking account of exemptions, discounts and new builds. Based on a precept amount of £100,218, a Band D property will pay £49.32 which is exactly the same as 2019/20. The Parish Council will be able to provide an effective service without increasing the charge to its residents.

11. Clerk’s mobile phone use for business purposes from 1st January 2019 to 31st January 2020. Proposed by Cllr. Gardner, seconded by Cllr. O’Neill and **RESOLVED – that the Parish Council be RECOMMENDED to pay the Clerk £7.50 per month for the period 1st January 2019 to 31st January 2020 for use of her personal mobile phone for business purposes totalling £97.50 – F05/20.**

12. Expenditure – 5-Year Plan. Cllr. O’Neill will update the figures accordingly.

13. Date of the next meeting – 6th April 2020

The meeting closed at 8.06pm

Chairman’s signature..... Dated.....