WARNDON PARISH COUNCIL – FINANCE COMMITTEE MEETING

Minutes of the Finance Committee meeting of Warndon Parish Council, held virtually on Monday 17 January 2022 at 7pm

Clerk: Dr Susan Carr
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Present: Cllrs Dr Carney (Chair), A Cross, L Hodgson, R Norfolk

In attendance: the Clerk.

1. Apologies: Cllr L Hodgson

2. Declarations of Interest and consideration for requests for Councillor Dispensations in line with S33 of the Localism Act 2011

There were none.

3. To approve the Minutes of the previous meeting on 16 November 2020.

Cllr Carney proposed, seconded by Cllr Norfolk to approve the Minutes. The Committee voted to accept the Minutes.

4. To consider Internal Audit arrangements 2021/22

The checklist and schedule advised by DKE Audit Services was noted as read.

5. To review Budget 2021/22

The current year 2021-22 budget developments were noted, with the following observations on reports received from councillors:

1010 Lengthsman –Worcester City Council 'should' provide a report on a monthly basis, to the Parish Council to enable the Parish Council to claim payment from Worcestershire County Council for Lengthsmans' duties carried out by the Parish Warden (employee of Worcester City Council) ,

4230 Dog bins: £5K dog bins budget is unspent. Need to confirm whether the City Council needs to be paid for the bins. The budget should carry over and City Council must confirm whether they anticipate necessary expenditure in 2022-23. The sum of £4,481 will be invoiced by WCC at the end of the financial year. Cllr Merriman anticipates a slight increase to this sum in 2022/23. This has yet to be confirmed, but would consider £5000 to be sufficient budget to cover any increase.

6. To consider Budget 2022/23 and recommend to Full Council meeting on 7 February 2022.

The next year 2022-23 budget was considered, with the following revisions based on reports received from councillors:

1076 and 1077 Precept and tax base: a Parish council grant of £2,743 will be paid for 2022/23. The Committee recommended to Council on 6 January that the Council adopt a stand-still arrangement of the precept in 2022-23 based on the 2021-22 precept of £109,588.33.

4305 Community Engagement: £2.5k is allocated for the Village Fete.

4220 Estate Management (2): Cllr Merriman anticipates on underspend on this in 2022-23. Costs for a tree survey in 2022-23 may be factored in.

4310 Parish project/competitions: the budget will increase to £3K. Cllr Scrine has allocated £200 for Prizes and miscellaneous expenses for the Community Poetry project in 2022.

4335 Neighbourhood Plan: In terms of the WPC budget, Cllr Taylor anticipates an initial payment of £2,300 of the NP Grant in 2021/22, and the other £2,300 in 2022/23, on completion of the work.

4340 Defibrillators: a fourth defibrillator machine our of 23-24 budget.

4350 Website: Cllr Merriman advised an increase in 2022-23 to accommodate website redesign project.

4375 Display Boards: Cllr Merriman would like to c/f and E/M in reserves the unspent budget for 2022-3 FY, but also allocate the same budget of £2000 for 2022-3.

Cllr Carney proposed, seconded by Cllr Cross to accept the revised budget provisions for 2022-23. The Committee voted in agreement.

Date of the Next Meeting: 16 May 2022 7pm.

The meeting closed at 7.21pm

Signed …… Date ……

Chairman