



FINANCE COMMITTEE MEETING

Monday 23rd January 2023

MINUTES

	Minutes	Action
1. Present	Josie Pownall (in the Chair), Mary Anne Ansell, Peter Randall, Ray Merchant	
2. Welcome and Apologies	Apologies were received from M Foster. The Chairman welcomed those attending.	
3. Declarations of Interest	None	
4. Minutes of last meeting	The minutes of 26 th September 2022 were approved and signed as a correct record of the meeting.	
5. Actual and projected expenditure and income for 2022/23.	<p>The Clerk presented the actual finance from 1st April to 31st December 2022 and predicted finance for January to March 2023. Each were compared to the original budget.</p> <p>These were reviewed and some items clarified. It was noted that:</p> <ul style="list-style-type: none"> • There was a slight overspend for the Library Hub due mainly to increased rental costs effective from November 2022 and the nationally agreed pay agreement increase for 2022/23 • Youth and Children Support was over budget by [£228 following renegotiation of the Youth Connect contract. • Public lighting was projected to be £886 over budget due to unplanned repairs found during the upgrading of the streetlights to LED lighting. • Cemetery maintenance costs are projected to be £1640 lower than budget due to fewer cuts and lower contractor costs. • The costs of producing the newsletter are projected to increase by £1344 over budget driven by the escalating costs of raw materials and energy costs and a cost of living increase for the editor and distributor. • Clerk costs have increased against budget due to an increase in hours and the settlement of the national pay award for 2022/23. • Advertising revenue is currently projected to be down against budget by £3146 but this is likely to be ameliorated by receipts from invoices just issued and by retiming the issue of future invoices to ensure that receipts from adverts placed in 2022/23 are received in the same year. • A VAT refund of £2500 is owed to the Parish Council and will be claimed later in 2023. <p>The overall effect is that expenditure is projected to be £5725 over budget and income is expected to be £5071 lower than budget.</p>	

6. Review of the expected balances and reserves at the end of the year

Expenditure

Taking account of the points in agenda item 5 there was likely to be an expenditure overspend against budget of -£5725 as follows:

Budget	£ 89302
Less Actual Expenditure to date	<u>£ 72976</u>
	£16326
Less Projected Expenditure Jan to Mar 23	£ 22051
Overspend against budget	<u>-£ 5725</u>

This overspend has been driven mainly by the following factors:

- The costs of upgrading of the streetlights to LEDs was around £500 more than anticipated due to unforeseen remedial work needing to be carried out to replace obsolescent isolation units. These costs will be mitigated reduced running costs in the future.
- Staff costs have increased due to pay rise agreements for 2022/23 and an increase in the Clerk's hours.
- The costs of production of the newsletter have increased due to the costs of raw materials ie paper and energy.

Income

The anticipated income is currently projected to be down by against budget as follows:

Income to date	£ 83845
Plus Projected income to year end	£ 2880
	<u>£ 86725</u>
Less Budget	£ 91796
Surplus over budget	<u>£ -5071</u>

However, the following should be noted:

- Included in the final total is a VAT amount to be reimbursed of £2500 which will be claimed later in 2023.
- Revenue from advertising is likely to be approximately £1,000 higher than reported due to timing of invoices.

When these factors are taken into account the loss of income would against budget would be £-1571.

Bank Accounts

The balances of the PC's accounts as at the date of the meeting were:

Current Account	£ 71828.84
NS&I Investment Account	<u>£ 25498.48</u>
	<u>£ 97327.32</u>

It should be noted that £53014 Community Infrastructure Levy is included in the amount showing for the current account. Removing this would result in a current account balance of £18814.

<p>7. Budget for 2023/2024. Ideas for each expenditure and income budgets were discussed taking into account the Parish Council’s continued commitments, the potential overspend for the current year and the legal requirement to ensure financial stability by maintaining adequate general reserves.</p> <p>8. Precept for 2023/2024 On a vote it was proposed and unanimously agreed that, to meet increasing costs and demand for services, it should be proposed to the Parish Council that the Precept be increased to £88000 for the year 2023/24. The meeting was mindful of the difficult times being faced at the moment but there was a responsibility to ensure that reserves were not eroded further, and sufficient funds were retained to meet future legal and financial obligations.</p> <p>9. To report the notes and recommendations to the Parish Council. On a vote it was unanimously supported to make the recommendations above to the next Parish Council meeting.</p>	Clerk
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There being no further business the Chairman closed the meeting at 9.35 pm

Chairman: _____

Date: _____