



Minutes of the Finance Committee meeting of Monday 9th December 2024

Present: Cllr Lancaster (Chair), Cllr Granger, Cllr Salvage, Cllr Salisbury
Mrs V Ball (Clerk),

Public Participation – None

FC-14/2024 Apologies for Absence

Apologies were received from Cllr Lake and Cllr Downing for prior engagements. These apologies were noted.

FC-15/2024 Acceptance of the minutes of the Finance committee Meeting of 22/07/2024 and review any matters arising.

The minutes were agreed to be a true account of the meeting and were signed by Cllr Lancaster. There were no matters arising.

FC-16/2024 Review of the Accounts vs Budgets

The accounts v budgets for the financial year was reviewed, and areas of concern were addressed. The main being an overspend of £515 for advertising due to Brough road closures, this was an unprecedented one off spend for 2024, and this budget therefore didn't need an increase for the next financial year.

It was agreed to increase the budget for stationery and postage costs, playground inspections, bus shelter cleaning, and gardening.

The budget for audit fees was exceeded but this was due to the internal auditors dramatically increasing their fees. It was agreed to leave this budget for next year as the clerk has asked DALC to conduct the internal audit and their charges are significantly lower.

The grass cutting budget was queried as this had also been exceeded but it was noted that no recoverable cost had yet been received from DDDC and this was usually approx. £1500.

The budget for legal fees was reduced.

It was also noted that there was still some money in the S137 grant funding, and this would probably need to be advertised on Facebook to ensure that all eligible groups knew they could claim for a grant. The clerk also confirmed she had put a section in the Parish council news article about this too.

It was agreed by the finance committee to separate the cost centres for public conveniences into the sections of cleaning, water and electricity. This would aid with understanding over what amounts were being spent on cleaning and amenities. It was agreed to do the same with the Beggars Plot electricity costs.

ACTION: Clerk to investigate the DDDC Recoverable grass cutting and claim the money back.

ACTION: Clerk to ask Cllr Taylor to upload a post to the Facebook page advertising the availability of S137 grant money.

FC-17/2024 Review of Bank statements and the amount in each bank account

The bank statements were reviewed, and no queries were raised.

FC-18/2024 Update on all other financial matters – HMRC Matters (VAT & PAYE)

The clerk reported that there had been a VAT refund received in the second quarter for £3000.

She had had communication from HMRC that there had been a tax overpayment of £340 and this would be refunded before February.

National insurance contributions had also increased to 15% with an additional £650 needed for these costs in 2025/6

FC- 19/2024 Review of 5-year plan.

The 5-year plan was reviewed, and the updates proposed were included within the plan, with a few of the projects being moved to next year. These included refurbishment of playground equipment on both parks, additional Christmas lights, road safety and carpark plans.

FC- 20/2024 Review of committee budget submissions and setting of Percept for 2025/6

As discussed in item 16, the budgets were reviewed and it was agreed that the clerk would enter these into the precept calculation sheet and circulate to the committee, it was **resolved** to propose a 3% increase for the 2025/6 precept.

ACTION: Clerk to complete the precept sheet and send to committee.

ACTION: Clerk to submit the recommendations to full council at the meeting in January

The meeting concluded at 20:50pm