

**Minutes of the Meeting of the Finance and General Purposes Committee held on
Tuesday 14 June 2022**

PRESENT: Cllrs S Hellewell, R Brook, H McKerchar, K Carr, J Patterson & P Flinders

IN ATTENDANCE: C Wadsworth, Clerk to the Council

22/001 Declarations of Interest

Cllr Brook declared an interest as the Secretary of the Walkers Are Welcome group, and Cllr Flinders declared an interest as a member of this group.

22/002 Open Session

No members of the public were present

22/004 Apologies for Absence

Apologies were received from Cllrs Blanshard, Simpson & Turner. Cllrs Denby and Baskeyfield were absent.

RESOLVED that the reasons for absence were accepted.

22/005 Admission of the Public

RESOLVED that there were no items requiring the exclusion of the press and public.

22/006 Budget Review

- Budget Outturn: Cllr Brook referred to the updated, tabled budget outturn and stated that the council were on track to reduce the level of reserves by the year end.
- The Clerk highlighted the changes made to the budget lines 4018 and 4019, phone lines, which had been swapped to reflect the increased use of mobiles. Also the sub lines on repair and maintenance and Security and Safety, within the Council Building budget and been swapped but no changes would increase any budget line

22/009 Reserves Policy Update

Cllr Brook referred to the Business Plan and Annual Accounts for last financial year, which showed at year end general reserves were £273,985.

Reserves Policy update RESOLVED as follows:

Aim to reduce general reserves to £200,000.

- Unspecified Community Aid Grants - £60K
- Elections - £5K
- Unforeseen Building Expenses - £40K
- Small Grants – any outstanding small grants not claimed
- Community Grants – any outstanding community grants not claimed

Cllr Brook stated that NALC guidelines on General Reserves was to hold between 3-12 months of expenditure. Reserves of £200,000 still considered too high. It was proposed that 9 months reserves were held (currently £150,000) as a long-term aim, as the Council were now in a better position than when the Business Plan/Reserves Policy was produced, to know what they were dealing with in terms of expenditure. However the Council could change this should a significant change occur.

RESOLVED that the Reserves Policy now stated 'the Council would hold a General Reserve maximum of 9 months expenditure. This is currently £150,000'. This could be reviewed by the Council as necessary.

22/010 Review of Small and Community Grant Guidance

RESOLVED that the guidance now amended to include: 'Groups are required to provide one quote for purchases/items up to the value of £1,000, and two quotes for purchases/items costing more than £1,000, unless there are exceptional circumstances which can be justified and explained'.

22/011 Re-printing of Walkers Are Welcome Trail Leaflets as necessary

RESOLVED that the Walkers are Welcome Group could spend up to £1,000 on the reprinting of 3 leaflets, and could come back to Council if need be to request further amounts for the re-printing of walking leaflets without the need to complete a grant form. Expenditure would be from the Small Grant budget line. It was noted that from its inception, the parish council had formally resolved to support the group.

22/012 Review and Adoption of Standing Orders

RESOLVED to amend the Standing Orders in line with the NALC update on Financial Controls and Procurement,

22/013 Schools Grant Application: RESOLVED to award Joseph Norton Academy a grant of £500 towards 'Wild in Art' Snowdogs using the General Power of Competence provided by the Localism Act 2011

22/014 Orders for Payment

RESOLVED that orders for payment number 809 totalling £4520.07 be approved for payment

22/015 Date of next F&GP meeting

The next meeting is scheduled for 15 November 2022

Signed..... **CHAIR**