

Woodchester



Parish Council

Woodchester Parish Council

Clerk: Sylvia May

Lancaster House, Selsley Road, Woodchester, Glos. GL5 5NQ

Telephone: 07863 098710

mail: clerk@woodchesterparish.org.uk

website: www.woodchesterparish.org.uk

Minutes of the Finance Committee Meeting held on Thursday 6th January 2022 at 7pm.

Present: Cllrs. Baynham-Honri, Lead and Dunbar.

In attendance: The Clerk

- 2022/1 To receive apologies for absence.**
There were no apologies for absence.
- 2022/2 To receive declarations of interest in items on the agenda.**
There were no declarations of interest in items on the agenda.
- 2022/3 To approve the minutes of 7th January, 2021.**
These were confirmed as a true record and signed by Cllr Baynham-Honri.
- 2022/4 To review budget versus expenditure for 2021/22.**
Overall spending for 2021/22 is predicted to be £13,480 which is within budget, requiring the full precept (of £12,700) and £780 of reserves. The most significant overspend was on the clerk's salary, also smaller overspends on the defibrillators and website hosting. This was offset by underspends in other areas such as the mountain bike trails, equipment costs and training. There may be additional expense this year not yet accounted for. This is in the repair of the bus shelter roof and an accounting package under consideration. It was agreed to close the mountain bike track account and operate that as an earmarked fund from the main account. The total earmarked fund for 2022/23 will be £1653. **Clerk to arrange.**
- 2022/5 To discuss the maintenance contract for 2022/23 and agree a course of action.**
The quote from the current contractor for 2022/23 has not increased from that of 2021/22. Councillors agreed to extend that contract for 2022/23, with some minor changes still to be finalised. **The Clerk will confirm this in writing with the contractor when it is finalised.**
- 2022/6 To review the grant awarding policy for agreement by Full Council.**
This was reviewed. It was agreed to change the wording of 1(g) to read 'If no suitable awards are granted in any one financial year, the sum will be allocated to a suitable community project'.
- 2022/7 To agree a sum to allocate for grants for 2022.**
Grants have been awarded by the Parish Council for the past three years. This year the full grant was awarded, however over the previous two years only £204 was awarded. Under the current Grant Awarding Policy, the remaining amount must be carried over.

Councillors agreed to allocate a figure of £500 again for 2022/23. This will be advertised throughout the year and a new tab provided on the website linking to it as part of forthcoming website improvements. The total amount available for 2022/23 will therefore be £1,296. However if this is not awarded it will be allocated to a community project.

2022/8 To discuss and agree a budget for financial year 2022/23.

Councillors agreed a budget of £20,275 for agreement by Full Council. This figure is £5395 higher than 2021/22. This is mainly due to an increase of £3500 in the budget for maintenance, £920 in the budget for Clerks Salary (in case further overtime is required), an increase of £650 for Bike trails (for improvements including moving the fence) and website (increased by £310) also inflationary rises.

2022/9 To discuss and agree the precept required for financial year 2022/23.

Councillors agreed to raise the precept to £13,300 (a raise of £600 or 4.72%). Some of this raise will be offset by an increase in the tax base of 0.5% (to 561.37). It is estimated therefore that this will increase the cost of a band D property in the Parish by about £1/year. A VAT refund and bank interest will provide income of approximately £100. Councillors agreed the difference of £6872 will be taken from reserves.

This figure will be considered for agreement by Full Council.

2022/10 To review Financial Regulations for agreement by Full Council.

These were agreed by Councillors.

2022/11 To review and agree items covered under Part C of the insurance schedule.

Councillors agreed to increase the sums insured for bus shelter seats from £222 to £700 and for grit bins from 2@ £77 each to 8@ £130 each (total £1040). **Clerk to contact the insurance company.**

2022/12 To receive comments from members of the public on items discussed at this meeting.

There were no questions from members of the public.

The meeting closed at 6.55pm.

Chair..... Date.....