



**Minutes of the meeting of the Finance and Governance Committee held in the Committee Room
Community Centre, Eskdale Road on Tuesday 10th October 2023**

PRESENT: Councillors S Kirve (Chairman), D Smith, and P Wood.
Clerk: Tony Skeggs Residents: None.

F23/19	<p>APOLOGIES – Apologies were received and accepted from Cllr Shrivastava.</p> <p>With the resignation of Cllr Robinson there was a need for more Councillors to join the committee.</p>	
F23/20	<p>DECLARATION OF INTEREST – There were no new declarations of interest.</p>	
F23/21	<p>MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the Finance and Governance Committee meeting held on 5th September 2023 were AGREED as a true and accurate record after the action list had been reviewed.</p>	
F23/22	<p>2024/25 DRAFT BUDGET</p> <p>The clerk had prepared a draft 2024/25 budget for consideration based upon the current 2023/24 Forecast Budget. The budget was then reviewed on a line-by-line basis with some of the figures being questioned and clarified. It was AGREED to make the following changes to the 2024/25 draft budget:</p> <ul style="list-style-type: none"> • 4230 – Eskdale Road Community Centre – Increase from £10,000 to £20,000 to accommodate changes to the heating system. • 4297 – Defibrillators – Include a budget of £2,000 for replacement pads. • 4253 – Neighbourhood Plan – Increase from £10,000 to £15,000 to cover completion and publication costs. • 4253 – Neighbourhood Plan Project Feasibility – Remove the £20,000 and set to zero. The £20,000 was also removed from the 2023/24 forecast budget. • 4240 – Contract Grounds Maintenance – The clerk to write to the contractor to ascertain whether they wished to continue or not. <p>Cllr Smith felt that the Parish Council should be putting more back into the community rather than having a high level of balances.</p>	Clerk
F23/23	<p>TREASURY DEPOSITS</p> <p>Following the last meeting information had been obtained on two products, a Trust Saver Account with the Skipton Building Society, and a Liquidity Manager Account with the NatWest. Even though the Skipton BS account was branch based, it was proposed by Cllr Kirve and seconded by Cllr Smith that a Trust Saver Account (current interest 3.35%) and a 95-day notice Liquidity Manager Account (current interest 4.25%) be opened. This was unanimously AGREED.</p>	Clerk
F23/24	<p>REVIEW OF FINANCIAL REGULATIONS</p> <p>The clerk outlined the following amendments to the Financial Regulations:</p> <ul style="list-style-type: none"> • 5.2. – Delete “together with the relevant invoices”. • 5.4. – Delete “council Meeting” and replace with “opportunity”. • 5.6. – Replace “Superannuation” with “Pension”. • 6.3. – Add “Bank Transfer”. • 6.4. – Add “Bank Transfer” and delete “signed” replace with “authorised”. 	



	<ul style="list-style-type: none"> 6.7. – Add “pension and photocopier rental”. 11.1.b – Delete £25,000, replace with £30,000 (includes VAT) SI2022/1390 11.1.h – Delete £25,000, replace with £30,000 (includes VAT) SI2022/1390 11.1.h – Add “If less than 3 quotations / estimates are received the council may accept one from the ones received”. <p>After consideration it was proposed by Cllr Kirve and seconded by Cllr Smith that all the proposed amendments be adopted subject to 6.7 being expanded to include future DDs. This was unanimously AGREED.</p>	
F23/25	<p>DATE OF NEXT MEETING</p> <p>The next meeting would be on 5th December 2023. This would be where the Budget and Precept setting meeting.</p>	

The meeting closed at 8.30pm.

Signed: _____

Date: 5th December 2023

Action List

Date	Minute	Description	By Whom	Status
13/06/23	23/08a	Arrange valuation of community centre	Clerk	Outstanding
13/06/23	23/08b	Circulate asset listing per ward to Councillors	Clerk	In Progress
13/06/23	23/08b	Councillors to verify assets in their Wards	Councillors	Outstanding
10/10/23	23/22	Write to Grounds Maintenance Contractor	Clerk	
10/10/23	23/14	Open Saver and Liquidity Deposit Accounts.	Clerk	