



**Minutes of the meeting of the Finance and Governance Committee held in the Committee Room  
Community Centre, Eskdale Road on Tuesday 6<sup>th</sup> December 2022**

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

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| <b>F22/09</b> | <b>APOLOGIES</b> – Apologies were received and accepted from Cllrs Robinson and Shirvastava.   |  |
| <b>F22/10</b> | <b>DECLARATION OF INTEREST</b> – No new declarations had been received.  |  |
| <b>F22/11</b> | <b>MINUTES OF PREVIOUS MEETING</b><br>The minutes of the Finance and Governance Committee meeting held on 11 <sup>th</sup> October 2022 were agreed as an true and accurate record and duly signed by the Chairman.  |  |
| <b>F22/12</b> | <b>2022/23 MONITORING REPORT TO NOVEMBER</b><br>The clerk presented the monitoring report to the end of November. The income budgets were considered. Any unreceived New Homes Bonus grant would roll over to 2023/24. The Neighbourhood Plan budgets looked sufficient for the expected spend this year. Cllr Smith asked if the grants made by the parish council was a regular occurrence. The clerk replied that it was not, which was due to availability of grants not being advertised. The good favourable position at the end of November was <b>NOTED</b> .  |  |
| <b>F22/13</b> | <b>2023/24 PRECEPT and BUDGET</b><br>a) The clerk introduced the updated draft budget for 2023/24 and highlighted the changes since the last meeting. <ul style="list-style-type: none"> <li>• 1022 – Community Board Grants - £5,800 was added.</li> <li>• 1060 – Burial Ground Fees - £500 was added.</li> <li>• 4299 – Street Furniture - £13,000 was added for the parish gates project.</li> </ul> <p>The budget for Grants / Donations was considered and it was <b>AGREED</b> to increase this from £500 to £3,000.</p> <p>Following the above additions, the net expenditure budget for 2023/24 would be £228,380. It was proposed, seconded, and <b>AGREED</b> to recommend this to Full Council. The level and use of reserves was considered, and it was <b>AGREED</b> that the bulk of the reserves would remain allocated to the Marsh Lane Burial Ground until the cost of the contaminated land removal was known. It was <b>AGREED</b> to earmark £15,000 to solar panels for the Community Centre.</p> <p>b) Buckinghamshire Council had released the tax base information for 2023/24. The figure for the council was 2,897.49, an increase of 120.56 on the current year. This meant that if the council tax band D rate was kept at £71.48 then the precept would be £207,110, an increase of £8,610. The meeting felt that there was no need to increase the precept considering the Cost-of-Living situation. It was proposed by Cllr Kirve, seconded by Cllr Wood that a 0% increase be recommended to Full Council. This was unanimously <b>AGREED</b>. This would result in a precept of £207,110 and a band D council tax of £71.48.</p> |  |
| <b>F22/14</b> | <b>RISK REGISTER</b><br>The risk register was considered, and the following changes were made: <ul style="list-style-type: none"> <li>• FIN 3 – The “Impact” was changed from Medium to Low. This was due to the level of controls in place.</li> </ul>  |  |



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|               | <ul style="list-style-type: none"> <li>OPS 3 – The “Impact” and “Likelihood” were both changed from Medium to Low. This was due to the end of virtual meetings and that the Parish Council meetings were now held in the main hall.</li> </ul> <p>Following the above changes, the Risk Register for 2022/23 was <b>AGREED</b>.</p>   |       |
| <b>F22/15</b> | <p><b>TREASURY AND INVESTMENT</b></p> <p>a) The Treasury and Investment policy was considered and <b>NOTED</b>.</p> <p>b) The clerk informed the meeting that parish councils should not hold more 60% of their reserves in one institution and that consideration should be given to opening another deposit account. The clerk had circulated information on the CCLA Public Sector Deposit Account. After consideration it was <b>AGREED</b> that there was a need to diversify and that other options should be explored.</p> | Clerk |
| <b>F22/16</b> | <p><b>APPOINTMENT OF EXTERNAL AUDITOR – 2022/23 TO 2026/27</b></p> <p>It was <b>NOTED</b> that the Smaller Authorities Audit Appointments had appointed PKF Littlejohn as the external auditor for the parish council until 2026/27.</p>  |       |
| <b>F22/17</b> | <p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting would be on <b>Thursday</b> 16<sup>th</sup> February 2023.</p>   |       |

The meeting closed at 8.35pm.

Signed: \_\_\_\_\_

Date: 16<sup>th</sup> February 2023