**Lindale and Newton in Cartmel Parish Council**

**Minutes of Finance Committee Meeting**

**in Newton Village Hall at 7.00 pm on Tuesday 12th December 2023**

**2009 PRESENT:-** Cllr Maynard- Chair, Cllr Squire- Vice, Cllr Armstrong, Cllr Clarke, Cllr Wightman, Cllr Winder, Cllr McClure.

**2010 Apologies for absence.** None Cllr Marwood not present.

**2011 Review OF MINUTES FROM LAST FINANCE COMMITTEE MEETING ON 12th December 2022**

**(**Approved at PC meeting January 2023)

**2012 Chairs Announcements and Declarations of Interest by members regarding items on agenda.** Cllr Maynard announced that the Christmas tree on Yew Tree Green is up and lit, sadly only a few carol singers turned up for meeting at 6.00 tonight. Members feel it was not widely advertised by the local church community who organised it.

**2013 Public participation/questions or concerns relating to items on the agenda.** No public present.

**2014 CLERKS REPORT - Review budget and projected year end balances for 2023/24 budget.**

***Discussion and Q & A from Responsible Financial officer/Clerk***

The clerk circulated reports on expenditure against budget for 2023/24. Budget is on target with the exception of Clerk’s Salary which has a projected deficit at year end of £299.77, this is due to NALC pay award for 2023 being underestimated, and planning for 24.25 with include a realistic budget increase for 24/25. Audit fees have also exceeded budget by £10. All other budget headings within budget. Clerk reported that the unplanned expenditure for the rebuilding of wall has been charged to reserves at the moment, and will be reviewed in Feb 2024 to see if can be absorbed form any budget surplus or charged to John Wilkinson Memorial account.

Projected surplus at this time of £1622, but this could change as mainly in Parish greens and repairs. Insurance premium for 23/24 was less than budgeted, so there has been a saving of £405, but increased premiums are expected in coming year.

**2015 Risk Assessments for 2024/25**

Members and clerk carried out review of risks to Parish Council in respect of:-

Assets, Finance, Liability, Legal Liability and employees.

Members reviewed the Risk Assessment report circulated and agreed it. Members agreed to review Christmas light installation in summer to ensure it still meeting current regulations.

 Proposed Cllr Armstrong, Seconded Cllr Winder.

 **2016 PARISH PROJECTS -**Consideration of Parish Projects for next year 2024/25.

**-** Nominations/suggestions please.

There are no fixed plans for Projects in 2024/25 at this time, it is noted that the railings at war memorial need replacing and we can’t fund from reserves alone, we will need some funding to complete project. Also when terms and conditions with Cadent are agreed for erection of gas governor on Parish land, there will either be an annual or lump sum available to the parish council.

**2017 Agree draft budget for precept 2024/25–** *N.B. SLDC Base rate not yet available to calculate final impact on Average Precept Council Tax figures.*

**Clerk to present budget options for consideration in conjunction with Parish Council objectives, to be approved at Full Council meeting on Wednesday 3rd January 2024.**

The clerk presented an initial budget report with all usual headings, in addition 2 further heading were included, Waste bin collection at Newton, and tree removal provision. The parish has had 2 trees that needed removal this year and with extreme inclement weather, others may suffer. Each budget heading was prepared on basis of previous and projected expenditure for 23/24 and projected costs for forthcoming year. Some tweaks were made following discussion to achieve an increase in region of 10%.

It was agreed to waive contributions for toilet maintenance fund and play equipment fund for the forthcoming year and reinstate contribute to Wilkinson Monument fund for £250.

Final actual annual increase 10.5% increase of £2715.

**2018 Date of next meeting Wednesday 3rd January 2024 Lindale Village Hall at 7pm**

***Budget actuals up to 087/12/2023***

|  |  |
| --- | --- |
|  | **Actual budget spending year to date and projected to 31/3/24** |
| **BUDGET 23/24** |  | **SPENT YTD 23/24** | **PROJECTED EXP O/S up to 31/3/24** | **Projected Actual Y/E SPEND at 31/3/2024** | **PROJECTED SUR/DEF** |
| Clerks Sal | 7600.00 | 5259.77 | 2640.00 | 7899.77 | -299.77 |
| Clerks Expenses | 350.00 | 90.06 | 180.00 | 270.06 | 79.94 |
| Stationary | 300.00 | 0 | 200 | 200.00 | 100.00 |
| General repairs | 700.00 | 240.54 | 0.00 | 240.54 | 459.46 |
| CALC Fees | 270.00 | 241.32 | 0.00 | 241.32 | 28.68 |
| Parish Mag/CHURCHYARD CONTR | 100.00 | 0.00 | 100.00 | 100.00 | 0.00 |
| Wreaths & Poppies | 80.00 | 80.00 | 0.00 | 80.00 | 0.00 |
| SLDC Inspec Fees | 420.00 | 405.00 | 0.00 | 405.00 | 15.00 |
| Parish greens | 12000.00 | 10295.00 | 1200.00 | 11495.00 | 505.00 |
| Insurance | 1500.00 | 1094.35 | 0.00 | 1094.35 | 405.65 |
| Lease HNOG | 50.00 | 50.00 | 0.00 | 50.00 | 0.00 |
| Bank chgs | 20.00 | 14.94 | 4.88 | 19.82 | 0.18 |
| Audit | 350.00 | 360.00 | 0.00 | 360.00 | -10.00 |
| Web site hosting | 80.00 | 69.99 | 0.00 | 69.99 | 10.01 |
| Monthly ISP costs | 120.00 | 30.00 | 90.00 | 120.00 | 0.00 |
| Website maintenance | 100.00 | 0.00 | 100.00 | 100.00 | 0.00 |
| Bus Shelter /Window cleaning | 200.00 | 0.00 | 200.00 | 200.00 | 0.00 |
| Contingency | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Wilkinson Monument | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Toilet running costs | 1470.00 | 841.73 | 300.00 | 1141.73 | 328.27 |
| Toilet maint fund | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Playground equipment Provision | 200.00 | 0.00 | 200.00 | 200.00 | 0.00 |
| ELECTION COSTS | 0.00 |  | 0.00 | 0.00 | 0.00 |
|  |  **£ 25,910.00**  |  **£19,072.70**  |  **£ 5,214.88**  |  **£24,287.58**  |  **£ 1,622.42**  |
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***Budget proposals for 2024/2025***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PROPOSED BUDGET 2024.25** |  |  |  |  |  |  |
| Clerks Sal | 8500.00 |  | **Year** | **Increase** | **Precept** |  |
| Clerks Expenses | 350.00 |  | Previous 10yrs | 0.00% |  |  |
| Stationary | 300.00 |  | **23/24** | 52.97% | 25910 |  |
| General repairs | 700.00 |  | **24/25** | 10.5% | 28625 |  |
| CALC Fees | 280.00 |  |  |  |  |  |
| Wreaths & Poppies | 80.00 |  |  |  |  |  |
| SLDC Inspec Fees | 450.00 |  |  |  |  |  |
| Parish greens | 12000.00 |  |  |  |  |  |
| Insurance | 1500.00 |  |  |  |  |  |
| Lease HNOG | 50.00 |  |  |  |  |  |
| Bank chgs | 20.00 |  |  |  |  |  |
| Audit | 375.00 |  |  |  |  |  |
| Web site hosting | 80.00 |  |  |  |  |  |
| Monthly ISP costs | 120.00 |  |  |  |  |  |
| Website maintenance | 100.00 |  |  |  |  |  |
| Bus Shelter /Window cleaning | 200.00 |  |  |  |  |  |
| Contingency | 400.00 |  |  |  |  |  |
| Wilkinson Monument | 250.00 |  |  |  |  |  |
| Toilet running costs | 1470.00 |  |  |  |  |  |
| Toilet maint fund | 0.00 |  |  |  |  |  |
| Playground equipment Provision | 0.00 |  |  |  |  |  |
| WFC EMPTY BIN AT NEWTON | 300.00 |  |  |  |  |  |
| Tree Removal contingency | 950.00 |  |  |  |  |  |
| ELECTION COSTS | 150.00 |  |  |  |  |  |
|  | **28625.00** | **Increase** |  **£ 2,715.00**  | **25910** | **increase** | **10.5%** |