

BAWDSEY PARISH COUNCIL FINANCE COMMITTEE MINUTES

Tuesday 10th January 2023 - 2pm

Bawdsey Village Hall

Attendees

Cllr Andy Rouse, Cllr Andrew Block (video link) Cllr Clare Walker
Parish Clerk: Tina Hughes

1. Welcome

2. Receive apologies for absence

Cllr Brian Johnson

3. Agree and sign minutes from meeting dated 28th October 2022

Minutes agreed by councillors

4. Summary of current finance position at 9th January 2023

Current Account - £9649.76
Reserve Savings Account - £4000.00
CIL Funds Savings Account - £23736.46
Projects Savings Account - £10214.78

Summary of accounts provided separately, all signatories have received confirmation by post of additional savings accounts being opened and have access to bank balances.

Clerk to add summary to website

5. Review and finalise budget

a) Review estimated end of year figures for 2022-23

Budget reviewed; forecast to have an overspend by £488.35, mainly attributed to £500 given to the Queens Jubilee celebrations and £410.00 for the speed survey

b) Review and finalise budget for 2023-24

Budget reviewed and adjustments made re defibrillator costs, election charges and clerks national salary increase, which was agreed at full council meeting 1st Dec 2022. Due to increased cost and after discussion, the following areas were reviewed; Kings Coronation and Donations, it was decided that the £500.00 would not be donated and the donations would be reduced to £200.00.

Precept to be requested £8185.00 an increase 1.03%

Discussion around defibrillator costs; Clerk to approach Cllr Mallinder to ask any district funding available to support with ongoing costs

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Chairs Initials

Discussion around trees and hedges cost; possible funding from Suffolk County, Cllr Block to approach Cllr Reid re funding and Cllr Rouse to walk area with Cllr Mann and Cllr Tricker to find suitable areas

Clerk to circulate budget to councillors and agreement sought at next full council meeting. Clerk to send off precept request once budget agreed

6. Review following policies

a) Risk Assessment (Non-Financial)

Policy reviewed and the following amendments to be made:-

- Number 6. Suffolk code of Conduct should now read National Code of Conduct, after full council agreed to adopt new code at 1st Dec 2022 meeting

- Number 7. 'Retained membership of SALC', should be amended to 'Retained membership and salary service of SALC', due to clerks salary now being administered by SALC

Clerk to circulate to councillors and agreement sought at the next full council meeting

b) Financial Regulations

Policy Reviewed and the following noted:-


5b. Clerk unsure if this should be deleted to discuss with previous clerk to understand the reasoning behind deletion

9i. to be deleted as council does not deal with cash payments

Clerk to circulate to councillors and agreement sought at the next full council meeting

6. Any other matters to be brought to the attention of the committee

Discussion around Crocus and contributions to weather station and Church wall; clerk to chase and establish if Crocus are in a position to give a response to requests for funding to these projects and if they require any further information to reach a decision.

Signed by Chair..... 

Date..... 25, 04, 23

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