

Minutes

of the Joint Committee - Finance and Management meeting held on Tuesday 11th October 2022, 7pm in the Parish Room.

Present: Councillors Cath Connolly, Graham Lee (Chairman), Norton Mahy (Vice-chairman), and David Sims. Others joined on Zoom: Ian Duffy (other commitment), Vinny Hall (unwell) and Mark White (other commitment).

No members of the public were present. The agenda items 6-8 were held in camera due to the inclusion of financial, HR and contractual matters.

- 1 Apologies for absence. Gemma Allan (other commitment), Martin Hoffman (other commitment).
- 2 Minutes of the previous committee meeting 28th October 2021. Noted that minutes were signed at the December 2021 Council meeting.
- 3 Matters of report from previous meetings. None were raised.
- 4 Annual audit matters. Receipt of the report from the External Auditor for 2021-22 was noted. The current Procedures and their Effectiveness of the Internal Audit document was reviewed and no amendments proposed.
- 5 Financial report for the Yearbook 2023 edition. It was agreed that Cllr Norton Mahy prepare a draft to be circulated to all councillors. Budget details would include the administration category cross-charged to relevant cost centres.
- 6 Contracts and preferred suppliers. The two grounds maintenance contracts were reviewed. It was agreed that further consideration be given to the specification for the main areas contract (see also 8 below). No amendments were proposed for the Recreation Ground pitches contract. No amendments were proposed to the preferred suppliers list but these would be kept under review (see also 8 below). The benefits of using local suppliers were noted, eg response to urgent situations, local awareness, liaison with user groups, support of local businesses, etc.
- 7 Review of Planning obligation/section 106 sums held by NHC. It was agreed to schedule a meeting with relevant NHC officers and District Cllr Tom Tyson to progress allocation of funds for the Recreation Ground upgrade projects, ie play facilities and the pavilion.
- 8 2022-23 budget review and proposals for the 2023-24 budget and precept. It was noted that the latter would be formally proposed to the November or December Council meeting and figures submitted to NHC following receipt/confirmation of the tax base figure and the CTRS grant.

It was noted that draft figures had been circulated. The principles for setting the 2023-24 budget and precept were discussed and the following agreed: (i) Village services should be reviewed for any potential cost saving but services and premises should be maintained at an acceptable level. This was important for residents, visitors and local businesses. Agreed projects, including the playground and pavilion upgrades, should be progressed. (ii) Given the rates of inflation predicted and the projects to be supported a precept increase of c10% could be justified. The actual increase in cost to a Band D household would not be significant. It was likely that an increase in the tax base would reduce the % year-on-year impact of the increase. NHC would be requested to supply the latest estimates for the tax base. (iii) A group would be set up to meet regularly throughout the year to review expenditure vs budget and identify any potential cost savings.

It was agreed that estimates of costs continue to be sought and the draft budget for 2023-24 updated accordingly with a view to submission of the final version for formal approval either at the November or the December Council meeting.

Meeting closed 8.45 pm

Signed

Date