

**Minutes of the
Burton-in-Lonsdale Finance Committee Meeting
7.30pm, Thursday 10th November 2022
in the Village Hall, Burton in Lonsdale**

Present: Parish Councillors: Peter Thompson, David Taylor, Ian Wardle, Belinda Strickland, Rebecca Spedding; District Councillor Stuart Handley, County Councillor David Ireton; 3 members of the public

The Clerk was in attendance

Councillor Taylor chaired the meeting. The chair stated that the meeting would be recorded; members of the public may record the meeting if they wish.

106/2022 Apologies

No apologies were received

107/2022 Code of Conduct and Declaration of Interests

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda or a matter in which a member has another interest; changes since previous disclosure to Craven District Council.

Resolved: No declarations of interest to be declared.

108/2022 Public Statements and Questions

None

109/2022 Half year accounts 1st April – 30th September 2022

Councillor Taylor advised that the format of the Half-year accounts had been changed this year and it was agreed that it is more informative. The Half-year accounts show the overall Receipts and Payments, together with an analysis of the spend in each category against budget. Also a reconciliation to the bank.

The budget summary shows the budget spent in the half year to September 2022 with a comparison with the half year to September 2021.

Resolved: to accept the half year accounts and the budget summary - appendix 1 attached

110/2022 2023-2024 Budget

- a) Routine maintenance, recreation field, pavilion and administration – the costs and income for the recreation field and pavilion were discussed at length at the recreation Field Committee meeting held 13th October 2022. It was agreed to consider the income and expenditure for each area –the Pavilion, the Recreation field and the MUGA in more detail. It was also proposed that more effort be made to bring income in. The subject will be revisited at future meetings. There is separate funding available in Burton Community Sports which its hoped will be used to provide a storage unit next to the Pavilion which will be used to store the equipment currently stored in the changing rooms. This may help to encourage more use of the field and Pavilion.
- b) Grant requests
Councillor Thompson advised that there is a sum of £24,000 of unallocated funds available that is not to be used to subsidise Precept spending. The following were considered:-
 - i) MUGA – the MUGA surface is in need of replacement. Various quotes have been received all in the area of £30,000, plus more if the underlying surface also needs repair. The Parish Council cannot commit to funding this as even with grant support this amount is not available at the moment. Funding may become available when the School Site Development Section 106 Agreement payment of £39,000 is received.

It is hoped to borrow a sweeper and if it helps one could be purchased which could extend the life of the MUGA.

The Parish Council would like to support the following schemes within the next calendar year:-

- ii) The Village Hall - The Village Hall is planning an extension and new toilet facilities and has requested help from the Parish Council with funding this
 - iii) Creating a parking space by the Church for used by wedding cars, hearses etc.
 - iv) Village Entrance - developing the village entrance area in conjunction with PALS
 - v) Road safety – to allocate a sum to improve road safety after discussion of the possible solutions with NYCC
 - vi) Village information signage to work with the Heritage Society to produce Village information signs
 - vii) Footpaths – to identify and improve local footpaths
 - viii) VOSCY – to organise a tidy up of the VOSCY area after consultation with the Parochial Church Council
- c) The proposed budget for 2023/2024 for recommendation to full Council – the budget Total is £22,616 including a £1000 sinking fund which is hoped will accumulate to cover unexpected costs in the future.

The proposed budget for 2023/2024 totalling £22,616 attached at appendix 2 was accepted

111/2022 Annual Precept – recommendations to Full Council

- The total budgeted spend for 2023/2024 is £22,616
- Predicted income for 2023/2024 is approximately £3050 - £2500 from pavilion and recreation field bookings, £500 from electricity FiT payments and £50 from bank interest
- The difference is £19,566 approx. which will need to be raised from the Precept.
- The Precept has not been increased for 2 years and increases for the last 4 years have been less than inflation

It was therefore proposed to increase the Precept for 2023/2024 to £19,500

112/2022 Date & time of forthcoming meetings

17th November 2022: Full Council Meeting: final budget & precept for 2023/24

19th January 2023: Full Council Meeting

The meeting closed at 8.30 pm

Signed

Dated

Appendix 1

Budget vs Actual Half-Year

	To September 2022		To September 2021	
	Budget	Budget Spent Apr- Sep 2022	Budget	Budget Spent Apr- Sep 2021
<u>Total Precept £17,500 (£8,750 per 1/2 year)</u>				
<u>Maintenance and renewals</u>	Excl VAT			
Street lights power supply	1,760.00	946.59	1,100.00	1,081.60
Street Lights (year 1 of maintenance cycle)	330.00	0.00	300.00	0.00
Street Lights: Renewals/loan repayments	909.72	909.72	1,850.00	968.35
Seat Maintenance	60.00	0.00	50.00	0.00
Street maintenance, Noticeboards	0.00	18.37	0.00	0.00
Grass cuts All Areas	4,200.00	2,287.50	3,500.00	2,348.50
Trees Riverside Land, VOSCY & VG	1,100.00	0.00	1,000.00	0.00
Xmas Tree for Village Green (250), power (75)	300.00	0.00	300.00	0.00
Village Green misc inc War memorial	0.00	0.00	0.00	0.00
<u>Village Organisations & Projects</u>				
S/137 donations to village organisations, incl. Shop	0.00	0.00	0.00	0.00
Donations other than s137: BRG (LGA 1976 (Misc Provs))	0.00	0.00	0.00	0.00
Village Projects incl Community Orchard	0.00	0.00	0.00	0.00
<u>Recreation Field</u>				
Pavilion water, electric	2,000.00	469.47	1,500.00	427.01
Sports Pavilion capital purchases	0.00	0.00	0.00	0.00
Pavilion maintenance (LGA 1976 Misc Provs)	1,650.00	101.15	1,500.00	700.15
Equipt inspection; maintenance	550.00	0.00	500.00	0.00
Rec Field (excl. Pavilion) maintenance	825.00	0.00	750.00	155.95
<u>Administration</u>				
Transparency Code compliance expenses	110.00	130.00	100.00	100.00
Annual Audit (external & internal)	660.00	250.00	600.00	520.00
Training fees	120.00	141.80	100.00	0.00
Travel	120.00	0.00	100.00	2.50
Communications: telephone, internet, email	220.00	0.00	200.00	94.20
Sports Pavilion website	90.00	0.00	75.00	0.00
Print, postage	330.00	-38.51	300.00	43.26
Subscriptions	440.00	0.00	400.00	0.00
Insurance (incl pavilion)	1,650.00	1,295.96	1,500.00	1,218.24
Room Hire (30 hours @ £8 / hr)	300.00	0.00	240.00	0.00
Elections	0.00	0.00	0.00	0.00
Sundries	250.00	159.86	200.00	180.80
Clerk's Salary and HMRC PAYE	2,760.00	914.00	2,759.00	1,333.96
Clerks Use of home, heat, light, file storage: £364pa 52 x £7/wk	400.00	0.00	400.00	91.00
Clerk's Gratuity part, total payable upon retirement	82.78		83.00	
Contingency Fund (currently at £5,000)				
TOTALS	21,217.50	7,585.91	19,407.00	9,265.52

Receipts and Payments Half Year

RECEIPTS to 30th September

	Half year 1/4/22 - 30/9/22	Half year 1/4/21 - 30/9/21
CDC: Annual precept (full year/half year)	17,500.00	8,750.00
Covid grants		8,000.00
Terriers JFC / Archers field hire	332.00	948.00
Pavilion Hire	1,547.00	303.00
Bank Compensation and interest	230.10	2.80
Scottish power FIT payments		54.04
Fenland Leisure (Refund)		177.60
TOTAL Receipts	<u>19,609.10</u>	<u>18,235.44</u>

Payments to 30th September

Half Year budgeted payments	7,585.91	9,265.52
Payments from reserves:-		
Howsons - Hot water system		2,250.00
Taylor Environmental Groundworks Ltd	3,480.00	
Burton in Lonsdale Heritage Trust (Jubilee)	1,700.00	
M D Hanafin - Bollards	2,083.50	
VAT paid (to be reclaimed)	1,327.11	798.30
Total payments	<u>16,176.52</u>	<u>12,313.82</u>

Opening cash book balance	45,504.79	45,676.23
Total receipts as above	19,609.10	18,235.44
Total payments as above	16,176.52	12,313.82
Closing cash book balance	<u>48,937.37</u>	<u>51,597.85</u>

Bank balances as at 30 th September	50,240.41	53,274.38
Unpresented cheques	-1,303.04	-1,676.53
Closing cash book balance	<u>48,937.37</u>	<u>51,597.85</u>

Proposed Budget 2023-2024

Maintenance and renewals

Street lights power supply	1,800.00
Street Lights (year 1 of maintenance cycle)	150.00
Seat Maintenance	60.00
Street maintenance, Noticeboards	50.00
Grass cuts All Areas	4,000.00
Riverside Land excl grass	1,000.00
VOSCY excl grass	
Village Green - Xmas tree, War memorial	300.00

Village Organisations & Projects

S/137 donations to village organisations, incl. Shop	0.00
Donations other than s137: BRG (LGA 1976 (Misc Provs))	0.00
Village Projects incl Community Orchard	0.00

Recreation Field

Pavilion water, electric	1,500.00
Sports Pavilion capital purchases	0.00
Pavilion maintenance (LGA 1976 Misc Provs)	1,250.00
Equipt inspection; maintenance	300.00
Rec Field (excl. Pavilion) maintenance	750.00

Administration

Transparency Code compliance expenses	130.00
Annual Audit (external & internal)	600.00
Training fees	150.00
Travel	50.00
Communications: telephone, internet	200.00
Sports Pavilion website	100.00
Print, postage	300.00
Subscriptions	300.00
Insurance (incl pavilion)	1,500.00
Room Hire (30 hours @ £8 / hr)	300.00
Elections	0.00
Sundries	250.00
Clerk's Salary and HMRC PAYE	6,240.00
Clerks Use of home, heat, light, file storage (48 weeks at £7)	336.00
Contingency Fund (currently at £5,000)	
General sinking fund	1,000.00
	22,616.00

Income

Proposed Precept	19,500.00
Pavilion, Recreation field	2,500.00
Ofgem RHI	500.00
Bank interest	50.00
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