

# ALRESFORD PARISH COUNCIL

## MINUTES OF COMMITTEE MEETING - THE FINANCE COMMITTEE

Thursday 17<sup>th</sup> March 2022 at 11.30am

Present: Cllrs Frank Belgrove (Chairman), Alistair Broom, Ernie Osborne and Ann Wiggins

Also Present: Mr M Cooke (Clerk) and Mrs A Baxter (RFO and assistant clerk)

Absent: Cllrs Linda Belgrove and Rubina Swash

- 22/001 Apologies for absence:** *To note any apologies.*  
Apologies were received from Cllrs L Belgrove and Swash.
- 22/002 Declaration of interests:** *To state any interests in the below agenda items.*  
None.
- 22/003 Minutes of the last Meeting:** *To approve and sign the minutes of the meeting of the 18<sup>th</sup> November 2021.*  
It was resolved that the minutes of the meeting of 18<sup>th</sup> November 2021 are true and accurate.  
Proposed: Cllr Wiggins, Seconded: Cllr Broom, all in favour.
- 22/004 To receive an update on actions from the last meeting not covered elsewhere in this agenda.**  
The bank reconciliation is ready to be reviewed.  
Another bank account still needs to be set up.  
Cllr Swash has not provided any information about the PWLB loan (early repayment).
- 22/005 Summary of 3<sup>rd</sup> Quarter of 2021/22.**  
*The summary has been circulated. To review any material variances and answer any questions.*  
It was agreed to start charging the football club again from the present. To speak to the club and work out an exact date.  
£800 of the devolution funding has been spent on signs.  
The recycling income is mainly from clothing. The new tetra Pak bank should increase the income.  
It was agreed to move the budget for litter picking from the Playing Field cost centre to the Staff Costs as we now have an employed litter picker.  
Both the clerk and RFO have had approved overtime.  
The PCSO will be returning, there is no expenditure under that budget heading for this year.  
There were Neighbourhood Plan expenses relating to the election.  
There will be more significant training costs coming up – CiLCA for the clerk and training for new councillors. Travel for councillors is £0.45/mile.  
Electricity costs for the Pavilion are going up, it could be faulty heaters, but costs are increasing any way.  
The borehole is working but we need storage capacity. This will be on the next PC agenda. It will go behind the football shed on a concrete base.  
We have applied for a grant to replace some CCTV cameras.  
We will get some money back for the allotments water rates, the water company grossly overestimated the usage.  
There is no horticultural society anymore.  
Work has been carried out at St Peters Church under GPC.  
There is a CCTV camera in Cockayne's Lane.

Signature.....

Date.....

The Alresford Advertiser are having to produce more copies but not getting as much advertising. It was suggested that we make an annual subsidy payment. This is to go on the PC agenda for next year. The expenditure is at 62% of the budgeted figure.

**22/006 PWLB Loans**

*To consider early repayment either by overpayments or lump sum.*  
The loans are on an EIP (equal instalment principle) system. The committee looked at the formula for calculating a discount or premium on a fixed rate loan. It was asked why are we looking to repay early. After a discussion about the likely increase in interest rates and the advantage of retaining the funds it was agreed by all not to proceed with this.

**22/007 Grant Applications 2022/23**

- i) *To consider and agree the applications made for grants. See appendix 1.*

It was resolved to agree the £300 requested by the Alresford Advertiser. Proposed: Cllr Osborn, Seconded: Cllr Broom, all in favour.  
It was resolved to agree the £300 requested by the 1<sup>st</sup> Alresford Beavers. Proposed: Cllr Broom, Seconded: Cllr Wiggins, all in favour.  
It was resolved to give a £700 grant to St. Andrew's Church towards a Repair Café which can be used by all. Proposed: Cllr F Belgrove, Seconded: Cllr Osborn, all in favour.  
It was resolved to agree the £190 requested by the Alresford Fete Committee. Proposed: Cllr F Belgrove, Seconded: Cllr Wiggins, 3 in favour, Cllr Osborn abstained.  
It was resolved to agree the £2,500 requested by the Autumn Centre. Proposed: Cllr F Belgrove, Seconded: Cllr Osborn, all in favour. To ask for the 2021 accounts as soon as they are completed.  
It was resolved to give a £1,000 grant to Alresford Preschool. Proposed: Cllr Wiggins, Seconded: Cllr Broom, all in favour.

- ii) *To consider a donation of £100 to DEC Red Cross Ukraine Appeal or to discuss alternative ways of supporting the Appeal.*

Cllr F Belgrove read the legislation regarding donating outside of the Parish and advised the committee that the PC can't use GPC for new projects. Mr Cooke contacted SLCC who informed him that the PC cannot undertake any new projects under GPC until he is CiLCA qualified. The committee therefore has no legal provision to make a donation.  
It was resolved to ringfence a sum of £1,000 from the general reserve to assist refugees in the community. Proposed: Cllr Osborn, Seconded: Cllr Broom, all in favour.

**22/008 Cleaning Contract**

*To consider an increase to the hourly cleaning rate for recommendation to the council. Do hours also need to be considered?*  
Miss Thompson is contracted to do 20 hours per week but is only doing 15. Her usual rate is £15/hour but is offering a discounted rate of £13/hour to the council. The committee was in favour of recommending the increased rate to the council.

**22/009 Review of Finance Committee Terms of Reference**

*An update is required for the delegated power to examine applications and award grants, following on from council resolution 02.22.2050. Any other changes required? For recommendation to the council.*  
It was resolved to agree the changes in red (see TORs) for recommendation to the council.  
Proposed: Cllr F Belgrove, all in favour.

Signature.....

Date.....

**22/010 Review of Financial Regulations**

*An update is required for the delegated power to examine applications and award grants, following on from council resolution 02.22.2050. Any other changes required?*

It was resolved to agree the changes in 1.14 in red, to include the removal of the comma so that a grant in excess of £2,500 would need to go to the council for approval. Proposed: Cllr F Belgrove, all in favour.

**22/011 Review of quarterly bank reconciliations by a non-signatory of the bank account.**

Cllr Broom did this after the meeting.

**22/012 Meeting closes**

The meeting closed at 12.25pm. Cllr Osborn thanked Mrs Baxter for her work.

Minuted by Angela Baxter – RFO & Assistant Clerk      Contact [rfoapcessex@outlook.com](mailto:rfoapcessex@outlook.com)

Signature.....

Date.....