

BRAMPTON PARISH COUNCIL

CHAIRMAN: John Michael Bainbridge



Minutes of the **Finance Committee** meeting held on
Wed 19th October 2022 at 7.15 pm
at the Memorial Centre, Thrapston Road, Brampton.

**Present: Alan Mellor, Chairman, (AM), Mike Bainbridge (JMB), Jon Childs (JRC)
Jon Chitty (JC), Nigel Maggs (NM).**

In Attendance: Tess Rogers, Clerk.

1. **To receive apologies.**
Liz Ruston
2. **Declarations of Interest.**
None
3. **To receive and approve the minutes of the 14th of July 2022.**
The minutes had been accepted at the full Parish council meeting held on the 27th of July therefore were taken as read.
4. **To receive and approve June payments and note receipts.**
MS requested details of the large credits, which the clerk will provide. Following which JMB proposed approval of the payments, seconded by NM, all agreed. The receipts were noted.
5. **To receive and approve July payments and note receipts.**
NM proposed approval of the payments, seconded by JRC, all agreed. The receipts were noted.
6. **To receive and approve August payments and note receipts.**
JC proposed approval of the payments, seconded by JMB, all agreed. The receipts were noted.
7. **To receive and approve September payments and note receipts.**
NM proposed approval of the payments, seconded by JMB, all agreed. The receipts were noted.

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8. Bank Balances to 30th September 2022.

Brampton Parish Council - Bank Account Balances

as at 30.09.22

| | | % Interest |
|---------------------------------------|-------------------|-------------|
| Cash Book 1: Unity Trust Current Acc: | 218,412.02 | 0.00 |
| Cash Book 2: Unity Trust Deposit Acc. | 584,494.58 | 0.95 |
| CCLA | 100,000.00 | |
| Total | 902,906.60 | |

Brampton Parish Council - Investment

| | £ | Est yield/ % Interest |
|-----------------------------|-------------------|--------------------------|
| Cambridge Building Society | 86,810.50 | 0.25 |
| Cambridge and Counties Bank | 88,790.03 | 1.80 |
| Total | 175,600.53 | |

| | | |
|-------------------------------|---------------------|------------|
| Overall | 1,078,507.13 | |
| Remaining Precept Expenditure | -151,895.00 | 6 of 6 mth |
| Net | 926,612.13 | |

AM requested that the report be reformatted to show Community Infrastructure Levy (CIL) which forms the Parish Council's earmarked reserves, as a separate line in the top box of the above table.

9. To consider 2022-23 budget spend to date.

Members noted the actual year spend to date figures for the various cost centres against the budgets set for the year. There were a few that were well over budget due to unexpected expenditure where no budget had been allocated or where a budget was unable to be forecasted. It was agreed not to action virement at this time.

10. Initial consideration of the 2023-24 budgets.

11.

AM asked for committee budgets to be added to the agenda for the Parish Council meeting to be held on the 26th of September. Committee Chairs to have these prepared for consideration at the next Finance Committee meeting on the 9th of November.

12. CIL Expenditure.

| | Received | Paid Out | Sub Total | |
|----------------------------------------------|-------------------|------------------|-------------------|----------|
| BFWD from 28.02.22 | 705,263.90 | 333923.23 | 371,340.67 | |
| Screening for MC Fence | | 249.98 | 371,090.69 | 03.03.22 |
| Up front solicitors fees for burial land | | 1,800.00 | 369,290.69 | 10.03.22 |
| Crockery for LOC | | 533.07 | 368,757.62 | |
| Fire doors for MC | | 3200 | 365,557.62 | 07.04.22 |
| Hire of excavator for MUGA | | | | |
| Lighting trench & fence | | 283.05 | 365,274.57 | 26.04.22 |
| Income planning refs 17/00577 & 18/01305 FUL | 3,762.74 | | 369,037.31 | 26.04.22 |

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| | | | |
|--------------------------------------------|--------------------------|-------------------|----------|
| Further crockery for LOC | 164.39 | 368,872.92 | 23.05.22 |
| Hire of roller for cricket pitch | 831.00 | 368,041.92 | 23.05.22 |
| Walkover weed sprayer | 693.00 | 367,348.92 | 23.05.22 |
| Audio visual - fit out partial claim 2 | 12,636.12 | 354,712.80 | 23.05.22 |
| Office chair for the LOC | 89.50 | 354,623.30 | 10.05.22 |
| Tea urn for LOC | 99.99 | 354,523.31 | 06.06.22 |
| Office furniture for the LOC | 441.00 | 354,082.31 | 28.06.22 |
| V Sweeper for LOC | 46.95 | 354,035.36 | 28.06.22 |
| 2nd instalment of roller hire | 831.00 | 353,204.36 | 28.06.22 |
| Baby changing unit for LOC | 194.99 | 353,009.37 | 28.06.22 |
| Audio Visual - lighting fit out | 13,805.00 | 339,204.37 | 28.06.22 |
| Fobs for security system | 97.16 | 339,107.21 | 06.07.22 |
| Value buildings and common land | 700.00 | 338,407.21 | 06.07.22 |
| Dishwasher for the LOC | 266.66 | 338,140.55 | 15.07.22 |
| Fire doors - MC | 2,574.00 | 335,566.55 | 01.08.22 |
| 2nd office chair for the LOC | 89.50 | 335,477.05 | 01.08.22 |
| BP Allotment fencing | 4,401.84 | 331,075.21 | 16.08.22 |
| Audio visual - lighting fit out | 12,636.12 | 318,439.09 | 23.05.22 |
| MC fob system | 3,119.40 | 315,319.69 | 01.08.22 |
| LOC crane hire for container | 1,200.00 | 314,119.69 | 08.08.22 |
| LOC container | 3,250.00 | 310,869.69 | 08.08.22 |
| Leeds Day churchyard Gift of Land | 444.50 | 310,425.19 | 24.08.22 |
| Replacement Microwave | 82.50 | 310,342.69 | 24.08.22 |
| LOC bins for patio | 617.90 | 309,724.79 | 24.08.22 |
| Bins for footpaths | 467.90 | 309,256.89 | 24.08.22 |
| Income towards cricket wicket & fencing | 15,873.13 | 325,130.02 | 11.08.22 |
| Churchyard tree works | 444.50 | 324,685.52 | 24.08.22 |
| Additional fobs for security system | 37.51 | 324,648.01 | 12.09.22 |
| Refurb LOC kitchen | 4,605.00 | 320,043.01 | 12.09.22 |
| Items for LOC kitchen | 95.94 | 319,947.07 | 27.09.22 |
| Flagpole for the LOC | 171.67 | 319,775.40 | 12.09.22 |
| Plan for new cemetery | 350.00 | 319,425.40 | 12.09.22 |
| MC fire doors final invoice | 640.00 | 318,785.40 | 27.09.22 |
| Village noticeboards | 1,485.00 | 317,300.40 | 27.09.22 |
| Deposit for LOC soundproofing | 3,854.42 | 313,445.98 | 29.09.22 |
| | 724,899.77 | 411,453.79 | |
| Total CIL remaining at 30.09.22 | <u>313,445.98</u> | | |

The Clerk requested a meeting with AM to clarify the reported figures against the spread sheet held on the office computer. AM directed the Clerk to further sheets held within the spreadsheet. At this point MS walked out of the meeting. The Clerk will check the spread sheets against the ear marked reserves. AM and the Clerk are awaiting a date to discuss the CIL spend with the CIL officer at Huntingdon District Council.

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(Note: post meeting AM provided an updated CIL workbook to the Clerk and Finance Committee members).

13. To consider a date for the next meeting of the Project Spend Working Group.

As MS, as Chair of the group had left the meeting this was deferred to the Parish Council meeting.

14. Sale of Rialtas to Harris Computer Corporation.

A letter had been received advising of the sale and that the 2 directors of Rialtas will remain in a consultancy role. Support and the overall operation of Rialtas will remain as it is now. It was agreed to add this to the Parish Council meeting occurring before the next renewal of the subscription to Rialtas is due, so that a decision can be taken as to remaining with the company or changing to another which may then be more suitable to the needs of the Parish Council.

15. To discuss a request that a projector be provided in the Youth Room for use by the Youth Club.

The youth club is growing in numbers and it is considered that a projector is required in the youth room for activities undertaken at the youth club. It was agreed to recommend to the Parish Council a spend of £750.00 to provide a projector, screen and suitable trolley.

16. Consideration towards obtaining a Parish Council credit card.

It was agreed that, in today's world this is a necessity, therefore a card will be applied for via the Unity Trust bank with a credit limit of £1000.00. All receipts for spends will be kept and a monthly statement received and reconciled. The Finance Regulations will be amended to show this change.

17. To consider the quote received for a fire shutter at the Lady Olivia Centre (this is now a pressing matter).

It was agreed to accept the quote received from Direct Door Solutions of £2495.00 plus VAT. The contractor that recently refitted the kitchen at the Lady Olivia Centre will be asked to provide a quote to provide a counter top upon which the shutter will close down upon.

18. Outstanding work at the Lady Olivia Centre – invoices received.

JRC proposed that all outstanding invoices owed to the contractor be paid, JC seconded along with the proviso that an appraisal of the progress to date be submitted to the council along with an estimated end date for the project for planning purposes. This was agreed by all.

19. Alarm fire doors at the Memorial Centre – to obtain a quote?

The doors have never been alarmed but a recent incident had caused concern. However, on further investigation it was found that the latch was not positioned properly and once corrected, a further such incident should not occur.

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20. Matters for discussion at the next Meeting.

19.1 To review the Financial Regulations.

19.2 22023-24 budgets.

The meeting was closed at 8.55 pm.

Signed:
Chairman

Date: