



COITY HIGHER COMMUNITY COUNCIL
CYNGOR CYMUNEDOL COETY UCHAF

**MINUTES OF THE MEETING OF THE FINANCE & RESOURCES COMMITTEE HELD AT COITY
HIGHER COMMUNITY CENTRE 7.00 PM ON 1ST AUGUST 2022 AT 7.00 PM**

Present: Councillor M Williams

Councillors: L Jeffreys
L Richards
A Wathan (Chair of Council ex officio member)
D Wingar

Apologies: None

Also Present: Mrs A C Harris, Clerk & RFO
Mr P Ley, Asst Clerk & FO

FR1/22: As above

The Chair welcomed everyone to the meeting.

FR2/22 TO RECEIVE DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST

Councillors A Wathan and M Williams declared an interest in all BCBC matters.

FR3/22 TO RECORD THE ACCURACY OF THE MINUTES OF THE FINANCE & RESOURCES COMMITTEE MEETING HELD ON 25TH NOVEMBER 2021

The Minutes of the meeting held on 25th November 2021 were accepted as a true and accurate record and the Chair signed the Minutes.

FR4/22 MATTERS ARISING FROM THE NOVEMBER 2021 MINUTES

There were no matters arising from the previous minutes.

Resolved: The information was noted.

FR5/22 TO REVIEW THE BUDGET FOR 2022/2023

The Chair explained how the budget is set to new Members. The current budget monitoring document was discussed. No matters of concern were raised. Forecasted budget lines were discussed.

Resolved: The information was noted. There were no threats or concerns regarding the 2022/2023 budget. The Finance Officer was asked to provide a breakdown of the annual expenditure on dog waste bags. The Clerk was asked to action the replacement fence at Coity Castle play area. It was agreed to recommend to full council the following changes to the budget:

- Reduce Member Allowances to £1,500
- Increase General Maintenance to £15,000
- That the budget for Summer Activities and Annual Report not needed as BCBC could not facilitate the Activity Scheme this year and the Annual Report is published on the website and not in printed format unless requested.
- Increase the General Reserve by £2,500.

The Finance Officer was asked to send a breakdown of the general maintenance figure to all Members.

FR6/22 5 YEAR PLAN

The Chair proposed that the Committee should set a 5 year plan when the Precept Budget is set in November/December and this was discussed.

Resolved: It was agreed to recommend to full council that all Members bring their project ideas to the October Ordinary Council Meeting, that the Finance Committee meets again after that meeting to look at the ideas and for the Clerk to obtain quotes and then feedback to Full Council in November for further discussion ready for drafting the first precept budget at the end of the month.

FR7/22 GENERAL POWER OF COMPETENCE

The criteria of the General Power of Competence was explained by the Chair and discussed. It was noted that the Clerk is not CILCA trained.

Resolved: It was agreed that the Clerk would investigate the cost and the amount of work and timescales for completing CILCA and talk to a Clerk who's completed the process.

FR8/22 ACCOUNTING PRINCIPLES

This item was discussed.

Resolved: No resolution was made.

FR9/22 UPDATE ALLOWANCES POLICY TO INCLUDE ATTENDANCE ALLOWANCE

The Clerk had amended the Council's Allowances Policy to reflect the recent addition of an Attendance Allowance (maximum of £30 pa).

Resolved: It was agreed to recommend the acceptance and approval of the update to Full Council.

FR10/22 CLERK'S REPORT

There was nothing to report.

Resolved: This was noted.

FR11/22 ITEMS FOR THE NEXT FINANCE & RESOURCES COMMITTEE MEETING

- 5 Year Plan
- Precept Budget
- CILA Feedback
- Breakdown of Dog Waste Bag Expenditure and General Maintenance

To keep the agenda open for items on the agenda.

FR12/22 TO AGREE THE DATE AND LOCATION FOR THE NEXT FINANCE & RESOURCES COMMITTEE MEETING

Resolved: 3rd November 2022 at 7.00 pm

With there being no further matters to discuss the Chair thanked Members for their attendance and closed the meeting at 8.30pm