

Carlton Parish Council

FOR THE ATTENTION OF MEMBERS OF THE FINANCE COMMITTEE

You are hereby summoned to attend the meeting of Carlton Parish Council Finance Committee on **Tuesday 11th October 2022 at 7.30pm** at **Carlton Methodist Church**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

Helen Phillips

Clerk to Carlton Parish Council

Agenda

14. Apologies for Absence.

To receive apologies for absence and consider the reasons for absence.

15. Declarations of Interest.

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

16. To Receive the Minutes of Finance Committee meeting held on 16th August 2022.
(for information only – pages 3-4)

17. Income and Expenditure Records.

To consider the Income and Expenditure records up to 30th September 2022.

18. Bank Statements, Bank Reconciliations and Budget Monitoring Reports.

To receive the bank statements, bank reconciliation, and budget monitoring reports for the council's accounts, up to 30th September 2022.

19. Second Bank Account.

To consider the options for the council's second bank account.

20. To Consider investment of the Council's Earmarked Reserves.

21. To Consider upgrading the Council's Laptop.

22. To Consider the provision for new Parish Waste Bins.

23. To Receive an update from the clerk regarding the Parish Streetlighting upgrade and maintenance.

24. Golden Garden.

24.1 To consider the requirements for repair and maintenance of the seating unit.

24.2 To consider provision of signage within the Golden Garden.

25. Funding and Grants.

25.1 To consider grant applications received since the meeting on 16th August 2022.

25.2 To consider the council's application for funding from a local authority councillor.

26. Date of next meetings.

- 26.1 Allotment Working Group: 12th October at 7pm.
- 26.2 Cemetery Working Group: 20th October at 7.30pm.
- 26.3 Staffing & Recruitment Committee: 25th October 2022 at 7pm.
- 26.4 Parish Council: 25th October 2022 at 7.30pm.
- 26.5 Finance Committee: 15th November 2022 at 7.30pm

Item 16**Minutes of the Finance Committee meeting held on Tuesday 16th August 2022 at 7.30pm at Carlton Methodist Church****1. Election of Chair**

The council elected the Chair and Vice Chair for the Finance Committee for 2022-2023.

Resolved: That Cllr Mann be Chair and Cllr Taylor be Vice-Chair of the Finance Committee for the year 2022-23

2. Apologies for Absence

Apologies and reasons for absence were received from Cllr Holmes.

Resolved: That Cllr Holmes's apologies and reasons for absence be approved.

3. Declarations of Interest

There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

4. Minutes of Finance Committee meetings

4.1 The committee received the minutes for the Finance Committee meeting held on 12th April 2022 for information only.

4.2 The meeting on 15th July 2022 was opened and closed as it was not quorate.

Resolved: That points 4.1 and 4.2 be noted.

5. Terms of Reference

The committee reviewed their Terms of Reference.

Recommendation to Council: That the Finance Committee's Terms of Reference be approved.

6. Financial Risk Assessment Policy

The committee considered the Financial Risk Assessment Policy.

Recommendation to Council: That the Financial Risk Assessment be approved.

7. Income and Expenditure Records

The Committee considered the Income and Expenditure records up to 31st July 2022.

Resolved: That the Income and Expenditure records up to 31st July 2022 be approved.

8. Bank Statements, Bank Reconciliation and Budget Monitoring Reports

The committee received the bank statements, bank reconciliation, and budget monitoring reports for the council's accounts, up to 31st July 2022.

Recommendation to Council: That the bank statements, reconciliation, and budget monitoring reports be approved.

9. Second Bank Account

The committee received an update from the clerk regarding the Council's second bank account. The application has been updated to a more appropriate account and the paperwork has been issued to redress.

Resolved: That

- i) the update be noted; and
- ii) the second account will hold £45,865.00 as per the council's Reserves Policy, as earmarked reserve funds.

10. Parish Streetlighting

The committee received an update from the clerk regarding the progress of NYCC maintenance and Phase 5 streetlighting replacement schedule.

Resolved: That the clerk to pursue NYCC for a further progress update.

11. Waste Bins for the Parish

The committee considered the plans received from Selby District Council (SDC) and the requirements for additional waste bins for the Parish.

Resolved: That

- i) the clerk request an update from SDC on the progress of the waste bins previously ordered.
- ii) the clerk contact SDC and Carlton Towers Estates to enquire regarding placing a waste bin on the southern entrance road to the village.
- iii) the clerk to contact the Barratt Homes development management company to request replacement of the waste bin removed which was adjacent to the cemetery; and
- iv) the clerk to investigate permissions and costs for additional post mounted waste bins in the Broadacres area of the parish.

12. Golden Garden

12.1 Noticeboard

There was a discussion regarding the new noticeboard which had not yet been delivered, where payment was made in full in April 2022. If the delivery is not imminent the council would consider requesting a full refund.

Resolved: That the clerk contact the noticeboard supplier to check on the date of delivery.

12.2 Bandstand Refurbishment

There was a discussion regarding the cost of the refurbishment, which was confirmed at a previous meeting as £490.00

Resolved: That the CIL funding of £281.99, already drawn and received, be used to contribute to the payment of the bandstand seating refurbishment.

13. Date of next meeting

Finance Committee: 13th September 2022 at 7.30pm.