

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 **11th April 2023 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

61. Apologies for Absence

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

62. Declarations of Interest

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

63. Minutes of Finance Committee Meeting

To receive the approved minutes from the Finance Committee meeting held on 14th March 2023 for information. (pages 2-3)

64. Financial Records 2022-23

To receive the Income and Expenditure and Budget Monitoring reports, and Bank Statements and Reconciliation for consideration up to the 31st March 2023.

65. Savings Bank Account

To receive a verbal update from the clerk regarding the council's savings account.

66. AGAR

To receive an update from the clerk regarding the Annual Governance and Accountability Return for 2022- 2023.

67. Cemetery and Chapel

- i) To receive a verbal report from the clerk regarding the progress of the outstanding work, for the chapel roof and memorial correction.
- ii) To receive a verbal update regarding the progression of funding for the cemetery walls repairs.

68. Funding and Grants

To consider any applications received for community funding.

69. Date of next meeting: - 16th May 2023 at 7.30pm.

Item 63

Minutes for the Finance Committee meeting held on 14th March 2023.

Present: Cllr's Taylor, Land and Lowes

Attending: H. Phillips (Clerk) and two members of the public.

51. Apologies for Absence

The committee received apologies and reason for absence from Cllr Holmes.

Resolved: That Cllr Holmes' apology and reason for absence be accepted and approved.

52. Declarations of Interest

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

53. Minutes of Finance Committee Meeting held on 14th February 2023 were received, for information only.

54. Bank Statements, Bank Reconciliations and Budget Monitoring Reports

The committee received the bank statements, reconciliation, and budget monitoring reports for the Council's accounts, up to 28th February 2023.

Resolved: That the bank statements, reconciliation, and budget monitoring report be approved.

55. Income and Expenditure Records

The committee received the Income and Expenditure Records at the meeting for consideration up to the 28th February 2023.

Resolved: That the income and expenditure records be approved.

56. Council's Bank Accounts

56.1 The committee received an update from the clerk regarding the council's savings account.

The clerk requested that the opening of the council's savings account was delayed until after 31st March 2023 so that the accounts for 2022-23 can be closed.

The account can be opened with the Finance Committee's consideration to the amount to be transferred from the current to the savings account.

Resolved: That the council's saving account being opened after 31st March 2023 in readiness for the new financial year be approved.

56.2 The committee considered the updating of the current account mandates signatories.

A discussion was held, and it was agreed that the resigned councillor should be removed from the bank mandate as signatory and the councillors appointed since that departure be added as signatories.

Committee Members: Chair- Cllr Taylor. Cllr Clayton, Cllr Holmes, Cllr Land, Cllr Lowes & Cllr Quinn

Resolved: That the clerk update the current account mandate to exclude departed councillors and include all present members of the Finance Committee be approved.

57. Cemetery and Chapel

The committee received a verbal report and recommendations from the Chair of the Cemetery Working Group (CWG) regarding the meeting held on 14th March 2023 at 6.30pm.

The Chair of the CWG summarised the resolutions, and recommendations that came from the meeting are as follows: -

Recommendations to council: That

- i) the council consider approval of the preferred quotation, subject to satisfactory clarification being received regarding the disparity between the total cost and the broken down cost.
- ii) the council consider approval of the provisional cost of £15000.00 for removal and reinstatement of memorials placed at the inner walls adjacent to the allotments.
- iii) the council consider approval of the quotation received of £1284.00 to make good the roof and tower of the chapel.
- iv) the council consider approval of the ornate cross memorial being re-set by the monumental mason at a cost of £651.00
- v) the council consider approval of the individual case providing full remuneration of £240.00 for the re-setting of the red tested memorial.

Draft minutes from the CWG meeting will be available to all councillors forthwith.

Resolved: That the verbal report from the Chair of the CWG be noted.

58. Funding and Grants

There were no applications received for community funding.

59. Council's Insurance Policy

The committee received an update from the clerk regarding the council's insurance policy.

Three quotes were requested including the present provider. One provider declined to forward a quote due to the council's forward plan for the cemetery chapel. The current provider's quote was the higher of the two received so it was agreed to recommend to council to consider the second provider's quote.

Recommendation: That the quote provided by BHIB be forwarded to the parish councillors to be considered at the meeting scheduled for 28th March 2023.

60. Date of next meeting: - 11th April 2023 at 7.30pm