

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 **10th April 2024 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

46. Apologies for Absence

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

47. Declarations of Interest

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

48. Minutes of Finance Committee Meeting

To receive the approved minutes from the Finance Committee meeting held on 14th February 2024 for information. (pages 2-3)

49. Accounting Records

To receive the Income, Expenditure, Bank Reconciliation, and Budget Monitoring reports, and Bank Statements and Balances for consideration up to the 31st March 2024. (for the financial year end 2023-2024)

50. Gravel Hole Field

To receive a verbal update from the clerk on the sale of the Gravel Hole Field to the present tenant.

51. Funding and Grants

To consider any further applications received for community funding from local groups.

52. Date of next meeting: - 11th June 2024 at 7.30pm.

Item 48**Minutes for the meeting of Carlton Parish Council Finance Committee on 14th February 2024 at 7.30pm at Carlton Methodist Church**

Present: Cllrs Taylor, Clayton, Land, Lowes, and Quinn.

Attending: H. Phillips – Clerk

38. Apologies for Absence

The Committee received the apology for absence from Cllr Holmes, and considered the reason for absence.

A discussion was held, and it was agreed that the reason for absence be rejected.

Resolved: That

- i) **Cllr's Holmes' apology be received but the reason for absence be rejected; and**
- ii) **the clerk contact Cllr Holmes to notify him of the Committee's decision be approved.**

39. Declarations of Interest

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

40. Minutes of Finance Committee Meeting

The Committee received the approved minutes from the Finance Committee meeting held on 15th November 2023 (for information only).

41. Accounting Records

- i) The Committee received the Income, Expenditure, Bank Reconciliation, Budget Monitoring reports, and Bank Statements up to the 31st January 2024.

Resolved: That the accounting reports and bank statements up to 31st January 2024 be approved.

- ii) The Committee considered the Parish Council's Ear-Marked Reserves Policy for 2024-2025.
This covers the period 2023 – 2026 as a three year plan.

Recommendation to Council: That the draft Ear-Marked Reserves Policy be considered for approval.

- iii) The Committee considered the re-engagement of Mr Andrew Bosmans, the Internal Auditor used in 2023-24, for the AGAR process.

Resolved: That the re-engagement of Mr Bosmans as Internal Auditor for the AGAR process be approved.

42. Gravel Hole Field

The Committee considered the continued ownership of the Gravel Hole Field in respect to a request from the current tenant to purchase the two acre field.

A discussion was held, and it was felt that in principle the sale was a good opportunity. The Committee requested that the clerk explore the market value for the two acre field, considering the present worked state, and that the long term tenant was in place and has expressed an interest in purchasing the plot.

Resolved: That the clerk explore the value of the field considering the long-standing tenant is in place, and report to the Parish Council at the meeting on 27th February 2024.

Recommendation to Council: That the sale of the two acre Gravel Hole field is considered, subject to the clerk's findings on the feasibility of the sale.

43. Cemetery

- i) The Committee received the clerk's information regarding the comparison of local community's cemetery burial and associated charges.

A lengthy discussion was held, and it was felt that in comparing local cemetery charges relating to plot purchases it would be more sensible to have one all-encompassing charge for that provision.

The clerk noted that she would like to check the viability and legality with the ICCM prior to the Parish Council making its decision on the charges. This should be reported to the Council at the meeting on 27th February 2024 for consideration.

Resolved: That

- i) the clerk's report be noted; and
 - ii) the clerk to check, and report to the Parish Council, the viability and legality of the reduction of the three present charges to one all-encompassing charge for plot purchase be approved.
- ii) The Committee reviewed the Parish Council's Cemetery Charges.

Discussion as per agenda point 43.i)

Recommendation to Council: That the cemetery charges increases and amendments are considered for approval, subject to and in conjunction with the clerk's findings as per the resolution of point 43.i)

44. Funding and Grants

The Committee considered the Community Grant application received from the newly formed Carlton Youth Club.

The grant was provision for four months rental of the Village Hall as the venue for the Club. All required associated documentation was provided to the clerk.

Recommendation to Council: That the Community Grant application for £240.00 for the Carlton Youth Club be considered for approval.

45. Date of next meeting: - 10th April 2024 at 7.30pm.