**Minutes of the Finance Committee meeting held at the Gladys Bevan Hall on**

 **Tuesday 23rd November 2021 at 7pm**

**Present:** **Councillors:** B. Harber (Chair), S. Birnstingl, I. Ivatt, T. Kardos and C. Warren.

**Also present:** Clerk: Celia Price, Councillors: T. Albright, J. Cannon, A. Chilver

**Members of the public:**  None

**F:1121:01 Election of Chairman**

Cllr Harber was elected as Chairman for the Finance Committee for the municipal year ending May 2022. Proposed Cllr Warren , seconded Cllr Kardos and agreed by all.

**F:1121:02 Election of Vice-Chairman**

Cllr Ivatt was elected as Vice-Chairman for the Finance Committee for the municipal year ending May 2022. Proposed Cllr Warren, seconded Cllr Birnstingl and agreed by all.

**F:1121:03 Apologies for absence**

 None.

**F:1121:04 Declaration of Councillors personal or prejudicial interest**

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

**F:1121:05 Minutes of the last meeting**

The minutes of the meeting held on [27th April 2021.](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/ETbtU6qjQcVLnWRamdSyE5ABTE5BCp2wg2RxhoaO67YQ3Q?e=EPtJUn) were approved as a true record. Proposed by Cllr Birnstingl, seconded Cllr Kardos and agreed.

**F:1121:06 Public Adjournment**

 None present

**F:1121:07 Business Risk Assessment**

 The [business risk assessment](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/ETF-qj1jgKdIppWZp7YwZ_wBSrOH0s0bV18cpk__DdBscg?e=bSHaaK) and [actions](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EQPtMmQawgJOn1kTHorWBEIBsOFlSCVY1lOdRJA90jV4Bw?e=iSeiMM) were circulated prior to the meeting. It was noted that all previous actions have been completed.

The report was reviewed and discussed. All agreed to make some additions including: meeting locations, Covid, tree warden inspections and fixed asset inspections. The revised business risk assessment will be presented to the full council at their meeting on 21st December.

Proposed Cllr Warren, seconded Cllr Kardos and agreed

**F:1121:08 Fidelity Insurance**

The [fidelity insurance cover](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EYT6P5Jpsz9AmAYsQBkUfvIBBkEsKknzJmYJ8sv07wJwkw?e=wvuNcE) as highlighted in the internal auditor report was reviewed and discussed. The Clerk is seeking clarification from the insurance company regarding the Joint Burial Board funds and will obtain a quote to increase the fidelity insurance accordingly.

**F:1121:09 Year to Date expenditure**

The [year to date expenditure](https://upperbeedingpc.sharepoint.com/%3Ax%3A/s/UBPC/ER0K4xnFFT5Dv--4xMonWOUBymnnBavcDhuOFPNWgF4whA?e=MfGHp4) was reviewed in detail.

**F:1121:10 Tax Base**

The [tax base figures from HDC](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/ET3goqqSWhxKh8qT8zdLQYQBGAR9qjCqaJp4TpCKIHsHoA?e=Aegi4u) were received and the Chair gave an [explanation](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/Ef7lZsX87AZOmTMFbZClyLMBicyDV2J4-ITtVbwpw2ae1w?e=RPZaAG).

**F:1121:11 2022/23 Budget**

The draft [budget proposals](https://upperbeedingpc.sharepoint.com/%3Ax%3A/s/UBPC/EQswkGXfHpRNv-Jl8WSv9scBnMJbQ8Mqy1se2-GzSwWOnA?e=V4SaME) were reviewed and discussed, after much debate some adjustments were agreed. It was recommended that the revised budget is presented to Full Council for ratification at the meeting scheduled for 21st December. Proposed Cllr Warren, seconded Cllr Kardos and agreed.

During the discussion membership to WSALC was reviewed, it was resolved to recommend UBPC re-join as soon as possible. The Clerk will obtain a pro-rata quote.

A question was raised concerning the renewal of the Neighbourhood Warden contract and the Clerk will confirm the expiry date of the current 3-year contract.

**F:1121:12 Charges**

**Sports Hall fees**

The sports hall charges were reviewed, it was resolved to recommend an increase of all the charges by £1 per hour. UBFC and UBCC charges have recently been reviewed with no further changes recommended. The commercial use of the recreation ground will incur a cost to the hirer of £5 per session (previously £10 per week for up to 3 sessions)

**Allotment fees**

The current charge is 0.19778 per square meter. Fees were increased in 2021 by 10%. A year’s notice must be given to increase allotment fees. It was resolved to recommend a further 10% increase with effect from 1st January 2023.

Proposed Cllr Warren, seconded Cllr Ivatt and agreed by all.

**F:1121:13 2022/23 Precept**

Considering the proposed budget, it was resolved to recommend a precept demand of £212,850 (an increase of 4.7%).

Proposed Cllr Warren, seconded Cllr Kardos and agreed.

**F:1121:14 Matters raised by Councillors**

Cllr Birnstingl raised concerns about the funding of future capital projects, recommending the consideration of long-term ear-marked reserves.

Cllr Albright raised concerns about increasing the precept.

 There being no other business the meeting closed at 9:25pm

 Signed: Dated: