

BUXTED PARISH COUNCIL – FINANCE COMMITTEE

Clerks: Miss B Macklen & Mrs C Feltham, PO Box 202, Heathfield, East Sussex TN21 1BN.

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22nd November 2022

MINUTES

Minutes of the Finance Committee meeting held at Five Ash Down Village Hall on Tuesday 22nd November 2021 at 7.30 p.m.

Present: Cllr Roberts (Chair), Cllr Coxon, Cllr Marshall, Cllr Rose, Cllr McQuarrie. Also present: Clerks Claudine Feltham and Beccy Macklen (BM). No members of the public present at this meeting.

AGENDA

1. Apologies for absence.

Apologies were received from Cllr Johnson & Cllr Blandford

2. Declarations of members' interests in respect of items on this agenda.

There were no declarations of interest made.

3. Review and approval of the minutes of the finance committee meeting held on 9th November 2021.

The minutes of 9th November 2021 were previously approved at full council, but re approved at this meeting and signed as a true record.

4. Review of Year End accounts for year ending 31st March 2022.

The end of year account figures (for 31.3.22) had been circulated to members prior to the meeting, and no queries were raised.

5. Audit for the year ending 31st March 2022

5.1 To note the Internal Audit report for year ending 31st March 2022 and consider any recommendations.

Cllr Roberts reminded members that the internal audit report for the year ending 31st March 2022 (as previously circulated) was without notice or advisories. No questions or queries raised by members.

5.2 To note the conclusion of the external audit (by PKF Littlejohn) and consider any notices or advisories.

The external audit conducted by PKF Littlejohn was received without any advisories or notices. Cllr Roberts thanked the Clerks/RFO for their work.

5. Review of current financial years expenditure v budget (spreadsheet from the RFO).

The spreadsheet had been circulated to members in advance of the meeting and no queries were raised.

6. Review of current available funds and ear marked reserves (spreadsheet from the RFO).

The Cash and Investment reconciliation and Ear Marked Reserves RBS reports were circulated to members prior to the meeting. Documents were reviewed and no queries raised.

7. To consider the budget setting for 2023-2024 (spreadsheet from RFO).

Cllr Roberts: inflation is currently high, and considering the budget figures it would mean an increase of approximately 9%

In last year's budget we included an anticipated income of CIL £15,000, however, this is not a guaranteed income and any future CIL funds received should be used for a new hall.

For budget purposes we have assumed an increase in employment costs of 6%.

In respect of legal fees, we have decreased the budget amount by £4,000, as well as a decrease of £4,000 on grant requests.

The position of reserve funds is approximately £409,000, which is essentially £95,000 of general reserves. Off-site play EMR is £51,000. The remaining EMRs could be re considered if we are to proceed with a new hall.

Clerk (BM) advised we are still awaiting on Wealden District Council for them to produce the planning agreement for the Reading Room. She has been chasing this for over 2 years! The planning agreement is required in order for us to be able to sell the Reading Room and move the project of a new hall forward.

Cllr Coxon queried why we had The Dene on the future forecast. BM advised we had not had a formal bid from Uckfield Town Council on whether they were proceeding with the purchase of this land, but we hoped to hear in the coming months. If they do purchase The Dene any profits can be used towards a new hall.

Cllr Coxon queried if we would move forward with a Neighbourhood Plan. The general feeling was to wait until WDC have their Local Plan in place.

9. To approve the precept amount to be recommended to full council.

All members agreed for a proposal of £114,450 precept request.

10. Any other matters properly notified.

None

Claudine Feltham, Clerk and RFO, Buxted Parish Council