



# CHAR VALLEY PARISH COUNCIL

## **Finance Committee Meeting of the Parish for Char Valley Parish Council held on 13<sup>th</sup> November 2023 at 7.30pm, at Wootton Fitzpaine Village Hall**

### **APPROVED MINUTES**

**Meeting opened:** 19.32.

**1: Present:** Cllrs. S Johnson (Chair), C Noon, S Creed-Castle, Cllr. Ziebland and T Ely (Clerk).

**2: Apologies for absence:** None.

**3: Declarations of interest:** None.

**4: Dispensation requests:** None.

**5: Payments:**

- The payments for November 2023, as below, were approved.

Payee	Details	Cheque No./Online	Receipt No.	Amount
Wootton Fitzpaine VH	Hire 13/11/2023	Online	1123/01	25
S. Lee Garden Services	Clearing drains wc 6/11/23	Online	1123/02	£228.00
Brooks Furniture	Wootton picnic bench deposit	Online	1123/03	320
Les Kitcher	Wootton playfield cutting and trees 2023	Online	1123/04	620
Andrew Carey	Domain name reg	Online	1123/05	£20.58
DAPTC	Clerks conference 28 Sep 2023	Online	1123/06	£45.00
Tamsin Ely	Clerks expenses November 2023	Online	1123/07	£83.62
Tamsin Ely	Clerks wage November 2023	Online	1123/08	£862.83
Donation - Whitchurch Canonorum PCC	Donation	Online	1123/09	£352.00
Donation - Wootton Fitzpaine PCC	Donation	Online	2022-11-21 Approved Minutes for 21 November 2022 V3	£352.00
Donation - Monkton Wyld PCC	Donation	Online		£341.00
Donation - Fishpond PCC	Donation	Online		£77.00
Donation - Stanton St Gabriel PCC	Donation	Online		£66.00
Donation - James Hargreaves URC	Donation	Online		£66.00
Donation - Bridport Citizens Advice Beuro	Donation	Online		£300.00
Donation - Wootton Fitzpaine Village Hall	Donation	Online		£200.00
Donation - James Hargreaves Community Hall	Donation	Online		£200.00
Donation - Whitchurch Canonorum Village Hall	Donation	Online		£200.00
Roadware	Grit bin	Online		1123/10
<b>Total</b>				<b>£4,498.17</b>

**Clerk to send the November monthly payments.**

Proposed by Cllr. Noon and Seconded by Cllr. Creed-Castle. All in Agreement.

**6: Asset Register** - The clerk had circulated the spreadsheet before the meeting.

- The clerk mentioned the total had decreased from £76,340 to £68,379 due to the removal of the village well.
- Valuating the assets was discussed as the quote the clerk had gained was high at £840. Cllrs. queried if the insurance required a replacement value as currently they are using the asset register which was the purchase value, the clerk confirmed it is the reinstatement value that is covered. It was discussed how CVPC could gain quotes for this. It was agreed it would be good to add a column to the asset register to show the reinstatement values.

**The clerk to investigate how much it would cost to replace most items.**

**Cllr. Creed-Castle to contact local stone masons to see if they could provide a quote for reinstatement to the war memorials and village pound.**

**7: CIL** - The clerk had circulated a document before the meeting.

- The clerk explained that the document currently included all that she considered comes under the description of CIL including items that council would normally be paying for i.e. finger posts, grit bins, notice boards etc.
- Cllrs. would prefer to only include actual purchases CVPC would not normally have purchased.

The clerk to update the document.

- The Whitchurch playground was discussed as council had previously agreed an amount to spend from the CIL money. The clerk to check past minutes for the amounts previously agreed and let the playground working party know so they can discuss in their next meeting.

#### 8: VAT Reclaim

- The clerk confirmed that the next VAT claim would be for £1022 for the period Apr 2022 to Nov 2023.

#### 9: Examination of the cash book spreadsheet

- Review of 2023 so far** - The clerk had circulated the cashbook spreadsheet before the meeting and council were happy.
  - Financial year - 01 April 2023 to 31 March 2024.
  - So far expenditure this financial year is £16,742.
  - Nothing extraordinary to note.
- Bank Reconciliation** - The clerk had circulated a document before the meeting and council were happy.

#### 10: Working party and committee fund requests for 2024-2025

Working Party/Committee	Requested Amount	Incorporated into the budget	
Climate and Ecological Emergency Working Party	2500	Yes	River Char
Communications Working Party	1000	Yes	Char Chat
Transport Working Party	500	No	Budget for footpath programme
Playground/field	2000	No not sure if to put under other purchases or maintenance	1070 agreed in March 2023 for new equipment purchases, these will also need installing. Playground inspector has requested another gate, quotes gained so far for £760 and £432.

- The above amounts were requested.
- The amounts were discussed in conjunction with the budget.
- It was decided to allow £2000 for the Climate and Ecological Emergency Working Party as savings are being made in the budget.

#### 11: 2024 Election Budget

- The clerk looked back to 2019 where CVPC paid around £600.
- The clerk had estimated £200 for some advertising in this financial year.
- Other costs will go into 2024-2025. This will be 0 if uncontested. If DC also have elections these costs are lowered as shared with DC but CVPC won't know until only weeks before.

#### 12. Budget

- The clerk had updated and circulated a document before the meeting.

- The budget was examined and the following changes were requested;
  - Reduce Playground/Playing Field Maintenance to £1500
  - Reduce Char Chat to £800
  - Reduce Lengthsman to £1300
  - Reduce hall donations to £0 as lots of grants available
  - Reduce River Char to £2000
  - Reduce Salt/Grit Bins to £0
  - Reduce Notice Boards to £0
  - Add in Transport WP request
  - Separate out CIL

The clerk to make requested changes to the budget spreadsheet.

#### 13: Current spending considerations

- a) Whitchurch playground fence - Already discussed as part of the CIL, proposal is to accept the quote for £432 from S. Lee.
- b) Shovels for grit bins – Cllr. Ziebland to complete the purchase of 29 shovels >£150 with authorisation from the chair and clerk so they can be purchased and given out at the next meeting.
- c) Valuing assets – already discussed under the asset register.
- d) Flood signs – to be discussed at the full meeting.
- e) BLAP contribution – discussed under the budget

#### 14. Precept recommendation for 2024-2025

- The clerk had investigated inflation to currently be around 6.5%.
- Cllr. Noon had looked at other councils' precept costs and CVPC are one of the lowest.
- Figures were discussed and it was decided to propose to full council to increase the precept by 6% being £1199.11. This brings the total to £21184.20.

Proposed by Cllr. Ziebland and Seconded by Cllr. Creed-Castle. All in Agreement.

#### 15. Date of next finance meeting:

- 3rd June 2024 - James Hargreaves Community Hall.

Meeting closed: 21.06.