



CHAR VALLEY PARISH COUNCIL

Finance Committee Meeting of the Parish for Char Valley Parish Council held on 24th October 2022 at 7.30pm, at Wootton Fitzpaine Village Hall

Meeting opened: 19.45.

1: Present: Cllrs. S Johnson (Chair), C Noon, C Mahaddie, H Joyce and T Ely (Clerk).

2: Apologies for absence: Cllr. S Creed-Castle.

3: Declarations of interest:

- Cllr. Johnson declared an interest for Whitchurch Canonorum Village Hall and Preschool.

4: Dispensation requests: None.

5: Payments: The payments for October 2022 V2, as below, were approved.

Payments Presented at October 2022 Finance Meeting

Payee	Details	Cheque No.	Receipt No.	Amount
Hilary Joyce	Reissue of cheque 500591	500631	1022 2/01	£18.00
Hilary Joyce	Zoom Aug-Sep 22 and Sep-Oct 22	500631	1022 2/02	£28.78
Andrew Carey	Domain name reg Oct 22-Oct 23	500632	1022 2/03	£21.57
Wootton Fitzpaine Village Hall	Wootton Fitzpaine Village Hall Hire 24/10/22	500633	1022 2/04	£25.00
Total				£93.35

Clerk to send the October monthly payments.

Proposed by Cllr. Noon and Seconded by Cllr. Joyce. All in Agreement.

6: Asset Register

- There was some discussion about the bus shelters, the seats and ownership.
Clerk to request Cllr. Creed-Castle assess if any maintenance is required on the Morcombelake shelter and seat.
- The well was discussed, currently it is not insured as council need to provide to the insurance company with the exact boundaries.
Cllr. Joyce to investigate and confirm the well wall boundaries.
- Cllr. Noon queried the values of items and the clerk confirmed the asset register shows purchase values.
Clerk to enquire with the insurance company if they cover the replacement value.
Clerk to send Cllr. Noon the insurance documents.

7: Bank Account

a. Current Status

- The clerk had circulated the bank reconciliation and council were happy.

b. Signatories

- The clerk had circulated a letter from the bank showing the current signatories.
- The clerk reported that since this letter was issued the bank had mistakenly added the clerk as a signatory where the request was for only admin access.
Clerk to fill in the required forms to remove Miss CS Peck, Mrs C Bailey and the clerk as signatories.

8: VAT Reclaim

- The clerk confirmed the VAT claim had been submitted on the 17th October for £1677.06 covering the period 01/01/2021 to 28/02/2022.

9: Examination of the cash book spreadsheet - The clerk had circulated the spreadsheet before the meeting.

a. Review of 2021-2022 - The clerk had circulated a document before the meeting.

- Cllr. Johnson highlighted an error where the VAT was in the training column for the clerk to rectify.
Clerk to correct the error on the cash book Jubilee Printing.
- The AGAR was completed on time and had been audited internally and externally incurring no extra fees.
- There was a cost of £240 due to being issued with a PIR for the year 2019-2020. This was issued as CVPC declared themselves exempt, mistakenly, and should have completed the full AGAR due to being over the threshold of £25,000 - this was only discovered when the clerk balanced the accounts for 21/22.

b. Review of 2022 so far

- So far expenditure this financial year is £13,313.
- Costs to note
 - AGAR fee £240
 - Increased clerks pay due to overtime, settled now to a constant amount as hours extended to 14 hours a week and not requiring overtime
 - 2 editions of char chat, 1 more this financial year
 - Saved on the insurance. 2021 was £1182, 2022 £942 (may have a bit more to pay when the well has been added, the initial quote was £1,028) and that is fixed for 3 years and included the parish online membership thus saving another £168
 - Saved money on the finger posts which only cost £250 and had a budget for more
 - Saved on the grit bin and notice board installation as when S.Lee provided a quote for lots at once it was much cheaper than previously when only doing 1 bin for example
 - Saved on The River Char project against the budgeted amount
 - Saved on the resident's survey as no cost
 - VAT to claim at £215 so far.....
 - CVPC have 4514 CIL money to spend by May 2027 and have just received notification that another 689 is coming on 24th October to spend by October 2027.

10: Working party and committee fund requests for 2023-2024

- Only request received by the clerk was from the CEE working party.
- Cllr. Mahaddie spoke for the planning working party who had a budget of £200 agreed in a previous meeting. The money had not yet been used and would like it carried over to next year's budget.
- Cllr. Joyce mentioned the thermal heat camera that had been agreed in a previous meeting that CVPC would contribute towards along with some other local councils.

Clerk to make contact with Charmouth PC to check progress.

11. Budget

- The clerk had updated and circulated a document before the meeting.
- The budget was examined and the following changes to be discussed in a full council meeting:
 - Update Domain name reg to £22 for 22/23 and 23/24.
 - Donations to PCC and URC to be raised by 10% for 23/24.
 - Donation to CAB to increase to £300 for 23/24
 - Donations to village halls to be halved due to the availability of grants from the council for 22/23 and 23/24
 - Separate out the CIL money
 - Add £200 budget for salt/grit bins for 23/24

Clerk to work on the points raised for the next finance meeting.

12. Precept recommendation for 2023-2024

- Cllr. Noon had calculated how much CVPC cost each household and the implications of an increase in the precept. He had also looked at other councils' precept costs and CVPC are one of the lowest.
- The clerk had investigated inflation to currently be around 10%.
- Figures were discussed and it was decided to propose to full council to increase the precept by 3% being £582.09. This brings the total to £19,985.09.

13: Date of next meeting:

- It was agreed to meet 22nd May at one of the halls.

Meeting closed: 21.11.