

MINUTES OF THE FINANCE COMMITTEE

Held on Wednesday 27th January 2021 at 10:00am

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was conducted remotely, via the Zoom video conferencing platform.

Present: Councillor Mrs E. Blezard
Councillor B. Mayne
Councillor Mrs P. Mayne - Chairman
Councillor R. Seal
Councillor K. Wilson, JP

Absent: Councillor Mrs H.W. Jones and Councillor Mrs A. Moran

11. Apologies for Absence

Apologies were recorded and reasons approved on behalf of Councillor Mrs H.W. Jones and Councillor Mrs A. Moran.

12. Members Declarations of Interest

Members were reminded to declare an interest on any item on the agenda in which they had an interest which was not already declared on their register of interests form.

There were no declarations made.

13. Minutes of the Finance Committee - Friday 30th October 2020

RESOLVED that the minutes of a meeting of the Finance Committee held on Friday 30th October 2020 (Minute Numbers 1-10; Page Numbers 1-3) be received and the contents contained therein be approved.

(Proposed by Councillor K. Wilson, JP / Seconded by Councillor Mrs E. Blezard)

14. Minutes of the Public Relations Sub-Committee – Wednesday 11th October 2017

RESOLVED that the minutes of a meeting of the Public Relations Sub-Committee held on Wednesday 11th October 2017 (Minute

Numbers 7-14; Page Numbers 4-5) be received and the contents contained therein be approved.

(Proposed by Councillor K. Wilson, JP/ Seconded by Councillor B. Mayne)

15. Budget 2021

A full report was provided on months 1-9 of the 2020-21 financial year. A small number of overspends were highlighted but generally there was a significant saving on budget due to the impact of the Coronavirus pandemic.

Potential savings would be considered at the end of the financial year and potentially earmarked for the Town Hall project to minimise the need for additional loan funding.

Expenditure to Month 9	£147,366.00
Income to Month 9	£352,428.00

RESOLVED that the budget report be received and the contents noted.

16. Small Grants

RESOLVED that the following grants be awarded:

Altofts Community Sports Club £500.00
Towards the cost of grounds maintenance

Richmond Fellowship £499.98
Towards the cost of providing a greenhouse and storage for residents to grow vegetables.

The Well Project Foodbank £500.00
Towards the cost of cool bags, cool box and toothbrushes.

The Well Project Youth Club £500.00
Towards the cost of easter and mother's day activities.

TriStar21 Dance (JP Baker School of Dance) £500.00
Towards the provision of mirrors in a dedicated ground floor dance space for children with additional needs.

17. Community Infrastructure Levy

A report was circulated showing a CIL balance of £68,416.00 since 2017.

RESOLVED that the report be received.

18. Summer Hanging Baskets and Floral Displays 2021

RESOLVED that the contract for summer hanging baskets be awarded to First Impressions at a cost of £5,982.10.

19. ELAS – Payroll, HR and Health & Safety

A report was provided on the contract lengths and prices for the services provided by ELAS.

RESOLVED that the report be received and the contracts be reviewed prior to renewal.

20. Water Provider

Quotes were provided from an alternative water provider which would save around £120.00 per year across the seven accounts.

RESOLVED that the water contract be approved with Everflow water for three years at a cost of £301.28/yr plus wholesale prices.

21. Insurance

Deferred pending receipt of additional quotes.

22. Card Facility

Costs were provided for the renewal of the card machine contract and the provision of a Virtual Terminal.

RESOLVED that the Card Machine contract be approved with Yorkshire Payments for four years at a cost of £37.99/m plus £10.00/m minimum transaction fees.

23. Financial Services Compensation Scheme

The Town Clerk provided guidance on the level of cover provided under the Financial Services Compensation Scheme.

It was noted that the Council's assets were only covered for £85,000.00 per banking institution.

Members noted the guidance of the Internal Auditor and considered the practicalities of opening numerous bank accounts and the short term nature of the current balances which were being held for the Town Hall refurbishment.

RESOLVED that the report be received and the contents noted and that:

- i) £100,000.00 be deposited with Barclays Bank.
- ii) The Barclays bank mandate be updated to include more signatories.

24. Draft Budget 2021/22

A draft budget report was circulated for the 2021/22 financial year. The budget provided for the following:

Administration	£145,710.00
Town Hall	£58,126.00
Civic	£7,070.00
Grants	£10,500.00
Advertising & Promotion	£9,800.00
Woodhouse Community Centre	£15,350.00
Services	£12,860.00
Special Projects	£64,490.00
Allotments	£12,200.00
TOTAL EXPENDITURE	£336,106.00
Income	£15,170.00
SHORTFALL	£320,936.00

RESOLVED that the draft budget for the 2021/22 financial year be approved.

25. Precept

Members gave consideration to the budget and the impact of the Coronavirus on the local economy.

There had been a reduction in the Council Tax Base, which was an indication of the number of residents now claiming Council Tax Support due to their income being reduced.

It was agreed that in the current situation, it would not be right to increase the financial burden on residents and members were supportive of a 0% precept increase.

The Council Tax Base was 6113, which was a reduction of 44 properties. This created a reduction in the precept of £2,140.00 based on a 0% increase.

It was reported that WMDC will consider providing a grant to offset the impact of the reduction and this would be £3,880.80 subject to confirmation at their Budget setting meeting in February.

The budget shortfall of £320,936.00 would be made up as follows:

Precept	£296,560.00
WMDC Grant	£3,880.80
Contribution from balances	£20,495.20

RESOLVED that a precept of £296,560.00 be recommended to Council at the February meeting.

In the absence of any further business, the Chairman thanked everyone for their attendance and closed the meeting.