



## Wheatley Parish Council Finance Committee Minutes for Monday, October 16, 2023.

**Present:** Alison Sercombe, Paul Gregory, Richard Barrett, Richard Street, Toby Newman,

**Apologies:** None

**Officer:** Clerk

**Members of the Public:** 0

**The meeting opening at 19:30 and closed at 21:30**

**#16/2023-24 APOLOGIES FOR ABSENCE - none**

**#17/2023-24 DECLARATIONS OF INTEREST**

Cllrs Gregory and Sercombe declared an interest in item #21/2023-24 , as trustees of Howe Trust (Wheatley).

**#18 /2023-24 TO RECEIVE MINUTES**

From the Finance Committee meeting held on Monday 19th June 2023 were received and signed by the Chairman as a true record of the meeting.

**#19/2023-24 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS**

From Finance Committee meeting on 19th June 2023.

#12

**#20/2023-24 TO RECEIVE AN UPDATE FROM THE CLERK**

- i. CIL income of £11,046.55 due at end of October
- ii. Expressions of Interests for Community Ownership Fund
- iii. Internal Auditor initial review
- iv. Tree work commissioned (under delegated powers with Chairman)
- v. No confirmation from Barclays regarding change of mandate. Clerk to chase

**#21/2023-24 TO CONSIDER GRANT APPLICATION REQUESTS RECEIVED.**

Cllr Newman suggested representatives should be present at the meeting. This could be included in amendments to Grants Policy.

**i. St Mary's Churchyard - (£420) for new mower**

Councillors considered the application and had the following queries:

- suitability of mower for the site and ground. With limited knowledge the item they have identified may not be suitable. Would suggest that they approach local suppliers for advice.
- noted that SLA has not been signed

- noted significant reserves, are there reasons why these are not being utilised for this project.

Clerk to share these comments with applicants and suggest they reapply in December 2023.

ii. **Howe Trust Wheatley - (£1,000) Christmas Hampers**

Cllrs Gregory and Sercombe declared an interest and did not participate in the discussion or vote.

Committee agreed to support grant application.

**#22 /2023-24 FINANCIAL MANAGEMENT (As of 30.09.2023)**

**22.1 Balances**

- o Barclays Current £ 20,685.37
- o Barclays Premium £138,146.58
- o Unity Trust Current £ 17,331.57
- o Unity Trust Savings £ 61,358.98

**TOTAL £237,522.50**

**22.2 Bank Reconciliation** - Up to 30th September 2023 was signed by the Chairman, along with bank statements.

**22.3 Income & expenditure report** - noted.

**22.4 Budget update** – noted. Cllr Newman suggested there was an end of year calculation for deficit/surplus.

**22.5 Reserves update** - noted.

**22.6 Debtors report** - noted

**#23 /2023-24 SCHEDULE OF PAYMENTS AUTHORISED** – approved.

**#24 /2023-24 TO CONSIDER/RECEIVE GRANT APPLICATIONS TO EXTERNAL BODIES**

Community Ownership Fund expressions of interests to be completed.

SODC flood alleviation project. Cllr Newman has the contact details for the officer in charge of the project and committee supported him in approaching officer to find out more information.

**#25 /2023-24 MANAGEMENT OF RISKS**

Cllr Street wanted committee to have oversight of the document but wanted clarity on how the council manages or delegates this responsibility. Suggested that the topic becomes a standing agenda item, so all committees review their areas at every committee, with full council review twice a year. Recommendation to be made to full council (AS).

**#26 /2023-24 TO APPROVE REPLACEMENT OF SCHEDULE 1 OF S101 GRASS CUTTING AGREEMENT WITH OCC**

Council noted the reduction to one cut per season plus vision splay maintenance. Committee discussed whether this was worth pursuing or to pull out of the agreement.

Clerk to check with OCC on whether the recharge costs will reduce.

**#27/2023-24 TO CONSIDER DRAFT BUDGET (including income) FOR 2024-2025**

Committee went through the draft budget line by line and compiled a draft budget and began to consider any increases that may be necessary. Members were unable to review precept until SODC release full information on the tax base. Budget to be discussed at next full council meeting.

**#28 /2023-24 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION - none.**

**#29 /2023-24 ITEMS FOR INFORMATION**

Cllr Newman attending OCC cabinet meeting to approve sale of ransom strip, providing access to Holton Park development.

Cllr Street had attended OALC finance course for budgets, precepts and now has a greater understanding in this area.

**#30 /2023-24 DATE OF NEXT MEETING – 18<sup>th</sup> December 2023**