



Wheatley Parish Council Finance Committee Minutes

Monday 19th June 2023

Present: Cllrs R Barrett (RB) Gregory (PG), T Newman (TN), A Sercombe (AS), R Street (Chairman).

Officer: Michelle Legg, Clerk to the Parish Council (Clerk)

Members of Public present/online: 0/0

Meeting started at 19:30 and closed at 20:34

23/24	Item	Initial												
1.	ELECTION OF CHAIRMAN FOR FINANCE COMMITTEE – Cllr Street was elected as Chairman of the committee													
2.	ELECTION OF VICE-CHAIRMAN FOR FINANCE COMMITTEE – Cllr Newman was elected as Vice- Chairman of the committee.													
3.	APOLOGIES FOR ABSENCE – Cllr Ramsdale’s apologies were accepted and approved.													
4.	DECLARATIONS OF INTEREST – none													
5.	TO APPROVE MINUTES from meeting held on 17 th April 2023, were signed, by the Chairman as a true record of the meeting.													
6.	OUTSTANDING ACTIONS from meeting held on 17 th April 2023													
7.	UPDATE FROM THE CLERK INCLUDING: <ul style="list-style-type: none">i) AGAR and documents submitted to external auditor.ii) First precept payment received.iii) Annual grant to Maple Tree Centre has been paid.iv) Authorised signatory update. Changes to Unity have been made, still progressing with Barclays.													
8.	TO REVIEW COMMITTEE’S TERMS OR REFERENCE – the previous year’s terms of reference or were approved and will be presented to full council in July.													
9.	FINANCIAL MANAGEMENT AS OF 31.05.2023 <ul style="list-style-type: none">i) Bank reconciliation & bank statements were signed by the Chairman.ii) Balances:<table><tbody><tr><td>Current Account</td><td>£ 20,769.23</td></tr><tr><td>Premium Account</td><td>£ 112,860.28</td></tr><tr><td>Unity Deposit</td><td>£ 5,726.40</td></tr><tr><td>Unity Savings</td><td>£ 60,603.76</td></tr><tr><td>CCLA Deposit</td><td>£ 66,707.71</td></tr><tr><td>TOTAL</td><td>£ 214,582.12</td></tr></tbody></table>iii) Income & Expenditure - noted.iv) Budget sheet update – noted.v) Reserves – noted.vi) Debtors – noted.	Current Account	£ 20,769.23	Premium Account	£ 112,860.28	Unity Deposit	£ 5,726.40	Unity Savings	£ 60,603.76	CCLA Deposit	£ 66,707.71	TOTAL	£ 214,582.12	
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CCLA Deposit	£ 66,707.71													
TOTAL	£ 214,582.12													
10	SCHEDULE OF PAYMENTS AUTHORISED attached with agenda- approved													

11. **TO REVIEW DRAFT RISK REGISTER** – Was reviewed by the committee. An ‘action’ column to be added to the table, along with a description of the red, amber, and green parameters. It was suggested that the pavilion be flagged as red, with a proposal for actions to be made at the July council meeting.
Cllrs to feedback any amendments before it is presented to full council in July. Clerk/All
12. **TO CONSIDER EXTERNAL GRANT APPLICATIONS TO SUPPORT COUNCIL’S STRATEGIC PLAN**
- i) S106 funding for maintaining play areas – Clerk had submitted a breakdown of expenditure across all three play areas, over the last three years, to justify a drawn down of £10,000 each year for the next three years. Clerk was waiting for a response from officers, before making a formal application.
 - ii) Feedback from Community Ownership Fund – Clerk and Cllr Sercombe had joined an online forum discussing the opportunities that this fund now offers local councils. They sought permission from the finance committee to complete an expression of interest for three separate projects: Holton Pavilion, Littleworth Field and Cadet Hut. This was approved. **Clerk and Cllr Sercombe to complete expression of interests.** Clerk/AS
 - iii) SODC & OCC Cllr grants – Funds are or will shortly be open.
 - iv) Update on Youth Club funding – OPA likely to be making a funding application to OCC and SODC grants, formal application to Howe Trust being made and a meeting arranged with ASDA to seek advice on their community grants.
 - v) Pavilion Funding Feasibility – Gifted were appointed as preferred contractor. Meeting to be arranged for the end of June.
 - vi) Other funding opportunities (ASDA, SODC climate change team, TOE) were discussed.
13. **TO CONSIDER BUDGETARY REQUIREMENTS FOR 2024-25.** Items included:
- Littleworth field
 - Cadet hut – works, staffing resources.
 - Phone/internet/mobile
 - Learning and Development
 - Footpath at Littleworth Apron
 - Budget for Traffic Working Group/projects
14. **CORRESPONDENCE RECEIVED AND ITEMS NEEDING URGENT ATTENTION**
- i) CCLA changes – noted.
 - ii) GMO undertaking work on behalf of David Wilson Homes (f/p behind Coopers Close). One option was to pass on local contractors’ details, but the committee also agreed for **Clerk to price up a quote based on Grounds staff completing the necessary work.** Clerk
15. **ITEMS FOR INFORMATION**
Cllr Street was concerned that few organisations were applying for WPC grants, committee were committed to funding grants that meet the council’s strategic aims.

DATE OF NEXT MEETING – 16th October 2023