

**Bollington Town
Council**

**Finance and Audit
Meeting**

Enclosures

13th November 2023

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Minutes of the Meeting of the Finance & Audit Committee

Council Chamber, Bollington Town Hall

at 10am Monday 23rd October 2023

Present: Cllr G Appleton (GA), Cllr H Ellwood (HE), Cllr R Hardwick (RH), Cllr N Macartney, Cllr J Snowball (JS).

Chair - Cllr N Macartney

Officer – J Mason Town Clerk

Declaration of Interest.

Nil

Public forum time

Cllr K Edwards was present to express his views that there may be an issue with his monies being allocated from the Cheshire East Highways Ward Cllr budget for Ashbrook Road as a Cheshire East Officer Mr Andrew Simpson was concerned it did not meet the criteria of road improvements.

He also gave some background on the land transfer at Bollington Health & Leisure and was pleased monies were proposed for this purpose in the 2024/25 budget.

FA 36/23 To receive and approve apologies for absence:

Cllr J Maitland due to feeling unwell.

RESOLVED Cllr R Hardwick would be a substitute on the F & A Committee due to the resignation of Mr John Withers.

FA 37/23 To receive and confirm the Minutes (FA 27/23-35/23) of the meeting held on 17th July 2023.

RESOLVED the minutes were accepted as a true and accurate record.

These had been approved by Full Council.

FA 38/23 To receive updates from the minutes.

- i) The Clerk reported that the SLA has been agreed with Canalside Radio
- ii) To note the Internal Auditor is in the Town Hall on 27th November 2023.
- iii) The Chair reported that the Grants Policy had been reviewed and it was agreed that the recently accepted new drafted policy should be left for twelve months before amendments were recommended.

FA 39/23 To receive the first draft of the budget spend for 2023/24 and the predicted closing balance for year end in March 2024.

The Clerk took the committee through the spend to the six-month date and the predicted spend to date under each budget heading to 31st March 2024.

The opening balance was as follows.

Balance 31 March 2023 £ 177,987

Plus, Precept 2023-24 £ 250,000

Plus, Estimated Income 2023-24 £ 55,200 *predicted*

Total Income £ 483,187 *predicted*

Expenditure

Estimated Expenditure 2023-24 £ 308,632

Ear Marked Reserves £ 22,986

Total Expenditure £ 331,618

Estimated Balance 31 March 2024 £151,569 *predicted*

The Committee debated the budget headings and agreed that the lack of information on the salary increase for 2023/24 made it difficult to finalise the labour budget for this year and next year. The Clerk reported that hopefully the unions would agree the final figure before the precept was set in December. The utility company also invoiced two months in arrears, so the figures again were hard to agree as the assets had not worked through the winter months.

RESOLVED the Committee agreed the six-month reconciled budget to date.

RESOLVED the predicted spend was accepted at this stage with the information available hence the closing balance of £151,569.

FA 40/23 To receive the first draft of the budget spend for 2023/24 and the predicted closing balance for year end in March 2025.

The Clerk communicated the first draft of the budget for 2024/25. Each heading was debated with all mitigating circumstances.

Balance 31 March 2024 £ 151,569 *predicted*

Plus Precept 2024-25 £ 250,000

Plus Estimated Income 2024-25 £ 57,605

Total Income £ 459,174

Expenditure Estimated Expenditure 2024-25 £ 343,265

Ear Marked Reserves £ 40,300

Total Expenditure £ 383,565 E

Estimated Balance 31 March 2025 £ 75,609.00

RESOLVED the general reserves should be £110,000.

The following recommendations were proposed –

- i) £100.00 would be allocated to the Menopause Event from the Youth Council budget which would be reduced to £300.00.
- ii) The £6,000 for the SDU should be removed due to lack of information.
- iii) £2,000 needed to be added into income for the Civic dinner.
- iv) The Clerk was to ask if the RBL could contribute to the cleaning of the War Memorials.
- v) The BIT contribution should be staggered to £3,000 in 2023/24 and £2,000 in 2024/25. This should stay under the grants budget heading.
- vi) The costs of recycled paper and quality should be reviewed.
- vii) The precept should be increased to £270,000 from £250,000 and increase of £20,000.

The Committee realised this was still a shortfall of £4,391.00 but this was hard to define as a saving until the staff costs were formalised and more information was available on utility costs.

RESOLVED the Committee accepted the first draft of the budget subject to the proposals in FA 40/23.

PART B

Under Standing Orders 3d - Exclusion of the Public.

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons.

The public's exclusion from part or all a meeting shall be by a resolution which shall give reasons for the public's exclusion.

It was **Resolved** to move to Part B

FA 41/23 CE084/23 *To recommend to Full Council the allocation of the Covid Funds at a sum of £2,356.63.*

RESOLVED: *the monies in the Covid Fund would be allocated to the Oliver Sick Trust subject to adhering to the adopted Grants Policy.*

There must be an article produced in the Town Council Newsletter

The report in the enclosure pack clearly stated that the Oliver Trust fund did not adhere to the adopted BTC Grants Policy

RESOLVED the Covid monies would not be granted to the Oliver Sick Trust

RESOLVED the Covid monies would be allocated into the Bollington Town Council grants budget.

FA 42/23 Date of Next Meeting: Monday 13th November 2023 @ 10.00am in the Town Hall.

Meeting closed at 11.40am