

# Tickton & Routh Parish Council

Minutes of the Finance & Grant Funding Committee meeting held virtually on Monday 7 December 2020 via Zoom.

**Present:** Councillor Sinkler (in the Chair)  
Councillors: Oliver & N Walker

**Apologies** Councillors: Caley

**Absent:** No-one

**Public:** No members of the public in attendance

**Minute Taker** Mrs M Middleton – Clerk

01/20	<b>APOLOGIES</b> – Recorded.
02/20	<b>DECLARATION OF INTEREST</b> – None recorded.
03/20	<b>MINUTES</b> <b><u>Resolved:</u> The minutes of the meeting of 13 January 2020 were approved as a true and correct record</b>
04/20	<b>GOVERNANCE</b> <b><u>Resolved:</u></b> <b>To review the Financial Regulations based on the new Model document.</b>
05/20	<b>PROPOSED DEVELOPMENT 2021-22</b> The following projects and quotations received to date discussed. a) Community Wood/Orchard b) War Memorial Lighting c) Bus shelter Lighting – approved Minute Ref. Minute Ref. 136/19 13. <b><u>Recommendations to Full Council:</u></b> <b>a) To progress project by sourcing quotations for benches and 2 further quotes for tree work in order to apply to Routh Wind Farm (RWF) Community Fund for 80% funding. The PC may also consider any additional elements to enhance project.</b> <b>b) To arrange to a site meeting with ERYC Street Lighting to enable to the PC to consider a range of options in order to progress.</b> <b>c) To progress project by sourcing quotations and applying to the RWF Community Chest Fund.</b>
06/20	<b>2021-22 BUDGET</b> The Clerk provided a brief financial overview. <b>Precept:</b> The 2020-21 Precept is £32,775. <b>Income:</b> Income is in the region of £133 per annum raised through allotment rents, wayleaves and bank interest. <b>Reserves:</b> Last year ERNLLCA recommend that for a Council the size of Tickton & Routh, the Parish Council should plan to hold a General Reserve (GR) of at least half and up to a maximum of the value of precept. Should the GR funds exceed the precept level, funds can be transferred to Ear Marked Reserves (EMRs). The current 2020-21 Ear Marked Reserves were reviewed and the Committee agreed the following; <b><u>Recommendations to Full Council:</u></b> <b>a) To approve the transfer of £629 Salaries/National Pay Award EMR to General Reserve.</b> <b>b) To approve the transfer of £1000 from the 'Community Fund' budget to a new EMR 'COVID Fund/ Queens Platinum Jubilee 2022' and</b> <b>c) To transfer £1000 from the 'Community Fund' to a new EMR 'Emergency Fund'.</b> Based on the 2020-21 recommendations being approved, the Clerk reported on the financial position as follows;

	<p>The anticipated carry forward figure to 2021-22 is £ 44,437 of which, £18,450 is held in EMRs and £740 in restricted funds. This leaves a balance of £25,247 - this is the GR.</p> <p>The Committee worked through a draft budget covering the following elements;</p> <ul style="list-style-type: none"> <li>• Income</li> <li>• Running costs (Salaries, Administration, Maintenance etc.)</li> <li>• Grants/Community Activities</li> <li>• Contribution towards long term costs (EMRs) i.e. playground equipment replacements, development, elections etc.</li> <li>• Planned development/projects 2021-22</li> </ul> <p><b><u>Recommendations to Full Council:</u></b></p> <p><b>2021-22 Budget</b>  <b>To approve the 2021-22 budget at £34,152.</b></p> <p><b>Community Fund Budget</b>  <b>a) To combine all grants into one budget line (with the exception of the Village Hall CCTV).</b>  <b>b) To approve annual community grants at the April meeting for payment in May (All Saints - Public Clock/Emergency Shelter; Tickton Church – Community Support Groups and Defibrillator Group – Replacement Consumables etc.)</b></p>
07/20	<p><b><u>PROVISIONAL PRECEPT</u></b></p> <p>Please note that these figures provided below are based on the provisional tax base of issued by ERYC and is subject to change. The final tax based will be approved by ERYC on the 15 December 2020.</p> <p><b><u>Recommendations to Full Council: To set a provisional precept at either</u></b></p> <p><b>a) Maintain a Precept of £32,775.00 plus £1,377.00 allocation from the PCs General Reserve – this would <u>increase</u> the cost to the resident by 1.09% (0.55p) = <u>£51.22</u> Band D equivalent.</b></p> <p><b>The effect on the General Reserve on 1.4.2021 = £23,593</b></p> <p><b>b) Decrease the Precept to £32,423.00 plus £1,729.00 allocation from the PCs General Reserve – this would <u>maintain</u> the cost to the resident = <u>£50.67</u> Band D equivalent.</b></p> <p><b>The effect on the General Reserve on 1.4.2021 = £23,241</b></p>
	<p><b>PRIVATE SESSION (PART II):</b> In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press were excluded from the meeting for the discussion of the following exempt business.</p>
08/20	<p><b><u>2021-22 Salaries Budget</u></b></p> <p><b><u>Recommendations to Full Council:</u></b></p> <p><b>Salaries</b>  <b>To approve the following salaries to commence the 1 April 2021;</b>  <b>a) Clerk – NJC Scale Point 15 plus NJC National Salary Award</b>  <b>b) Handyman – NJC Scale Point 5 plus NJC National Salary Award</b></p>
09/20	<p>There being no further business the meeting closed at 9:15 pm. The next meeting of the Finance &amp; Grant Funding Committee to be arranged as required.</p>

**The Minutes were approved as a true and correct record at the meeting held on 22 November 2021.**