

# Tibberton Parish Council

## Finance Committee

Members: Dennis Nutting, Hylary Kingham, George Norwood

To the above members of the Council: You are hereby summoned to attend a meeting of Tibberton Parish Council for the purpose of transacting the following business. D Mills Clerk to the Council

### DRAFT - Minutes

**Tuesday 7<sup>th</sup> September 2021 at 10.00am Church Room, Tibberton**

1. Welcome from the Chairman and Apologies
2. Signed previous minutes
3. Review of 2019/20 Audit reports and action plan
  - a. Councillors agreed all actions were adopted and in practice.
4. **Asset register 2021** - After discussion and minor alterations the committee agreed to recommend adoption by the full council at the next meeting. Publish to the website and review as laid down in the policy. Review date: September 2022
5. **Tibberton Parish Council Risk Register 2021** – It was noted the published TPC – Risk Management Strategy covers business financial risks in detail and these are summarise into four points in the TPC Risk Register for 2021. The aim of using the TPC Risk Register is to make all risks low and the purpose is to highlight areas of focus for the Parish Council to address. After discussion and alterations, the committee agreed to recommend adoption by the full council at the next meeting. Publish to the website and review as laid down in the policy. Review date: September 2022.
6. **3 Year budget** - After discussion and alterations the committee agreed to recommend adoption by the full council at the next meeting. The following points to be noted:
  - a. The council budgeting within the recommended margin of annual expenditure as a general reserve.
  - b. Current Precept is £8362. Propose a planned increase of 4% year on year to meet growing costs and demands. Recommend the council request a precept of £8696 for 2021/22.
  - c. It was noted the costs and grants for the VAS project are included in the 2021/2022.
  - d. Projections for Telephone Box area project are included in the 2022/2023 budget. Include are legal expenses required to achieve a safe and legal agreement with Two Rivers Housing over ownership of the land. It is also unknown at present, the scale of the project so estimates are for a modest redevelopment including a Noticeboard.
  - e. The budget for grants and donations for 2020/21 will be £700. Concern that donations do not become a regular annual cost and should be reviewed by consultation to see if they should be treated as expenses rather a donation.
  - f. Invitations for donations and grants applications for 2020/21 to be circulated in October for decision at the November council meeting.
7. The committee will request adoption of the above at the next full council meeting.
8. Update Lloyds Bank mandate confirmed. Agreed to apply for two Bank debit cards
9. Propose next meeting for early September 2022