

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Finance and Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Tuesday, 31st January 2023.

Present

Alderman R Easton, Alderwoman Mrs P Ansell, Councillors K Ansell, Mrs DM Easton and Ms C Hodgkiss.

Apologies for absence were received from Councillors DR Johnson and Mrs L Johnson.

Mrs R Davies [Clerk to the Committee] and Mr J Smith [Administrator and Caretaker] were also present.

1. APPOINTMENT OF CHAIRMAN

RESOLVED

That Councillor Mrs L Johnson be appointed Chairman for the remainder of the ensuing year.

[Proposed and Seconded]

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED

That Alderman R Easton be appointed Vice-Chairman for the remainder of the ensuing year.

[Proposed and Seconded]

Alderman R Easton took the Chair for this meeting in the absence of Councillor Lucy Johnson.

3. DECLARATIONS OF INTEREST

There were no declarations of interest given at the commencement of the meeting.

4. APOLOGIES FOR ABSENCE

As listed above.

5. MINUTES

RESOLVED

That the minutes of the meeting held on 3rd January 2023, be approved and signed as a correct record.

6. MATTERS ARISING

Christmas Lights

The initial cheque that had been issued to Hanrahan and Son for over £10,000.00 had been refused by HSBC because of the large amount. The Clerk to the Committee had visited the bank who had advised that another cheque be issued and a note would be made on the account that when presented, payment should be authorised.

7. ACCOUNTS FOR PAYMENT

A schedule of accounts for payment was circulated at the meeting.

RESOLVED

That authority be given for the payments included on the submitted schedule.

Other related matters

Attention was drawn to the following items:-

- the audit costs for 2021/2022 - £1098.60;
- high electricity costs [Alderman R Easton would look at this];
- the Precept for the year [£35,000.00 would be ring-fenced for the car park].

Alderman Easton was pleased to announce that there had been a 2.1% reduction in rates for the people of Brereton.

8. FINANCE REPORT

The report showing the income and expenditure as at 31st January 2023, was submitted for information and noted.

9. OTHER DUTIES

VAT Return

John Smith and Angie Oldbury [Clerk to the Parish] had been working on this document because HMRC had changed the format for submitting the VAT return. The system was now digital and Committee Members were in agreement that John would need assistance with this new procedure. The Parish Council would be penalised if the return was not sent in on time.

In assisting John, Angie Oldbury had accumulated extra hours but this had not been agreed with the Finance and Management Committee in advance and it had not been approved by the full meeting of the Parish Council regarding payment for the extra hours worked. In view of this, Alderman Easton felt that the Committee should offer a one-off ex-gratia payment to Angie of £100.00. The suggestion put forward was proposed and seconded.

10. RISK ASSESSMENT

Ongoing and under review.

The Clerk to the Committee presented the Risk Assessment in respect of the tennis courts which would need approving or amending.

11. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on Tuesday, 28th February 2023, at 8.15 p.m.

[Chairman]