

MINUTES OF HORSMONDEN PARISH COUNCIL FINANCE COMMITTEE AT HORSMONDEN VILLAGE HALL ON TUESDAY 25 FEBRUARY 2025 AT 7.30 PM

Present:

Cllrs Russell (Chair), Richards and Sheppard.

In attendance:

Lucy Noakes (Clerk). No members of the public

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interest in accordance with the Code of Conduct were invited. There were no declarations of interest declared.

1. APOLOGIES FOR ABSENCE

Cllr Baxter- Smith and Cllr Davis. Cllr Richards proposed acceptance of the reasons provided , seconded Cllr Sheppard, unanimous.

2. PUBLIC SESSION (no decisions)

None.

3. MINUTES OF PREVIOUS FINANCE MEETING

The Minutes of the Parish Council Finance Committee Meeting 26.11.2024 had been previously circulated by the Clerk and were proposed for acceptance by Cllr Richards, seconded Cllr Russell, and voted for unanimously.

4. BUDGET MONITORING Appendix 1 –Detailed Receipts & Payments

The Clerk had circulated to councillors prior to the meeting Appendix 1 – the Receipts and Payments report, together with a copy of the Nominal Ledger report which provided very detailed accounts .

The Committee went through each item in turn, considering the amount spent in 2024-25 so far as well as taking into account any known expenditure still to come for each item of the budget.

Administration- 110

The Clerk suggested that the items shown under 110 4250 Grants and Donations Paid were not 'true' grants as such . The £50 expenditure was to the charity Ready Call however it was to aid with printing costs associated with the publicity of the Council in the Welcome Pack which Ready Call provides for all new parishioners and should have been taken from to Publicity (4230) instead .

The amount of £7665 associated with expenditure towards the refurbishment of the Institute Building . Part of these costs were to pay for items for which the landlord was clearly responsible, whilst other costs were towards items where the responsibility for payment was slightly less obvious according to the lease agreement in place and had only arisen because of the refurbishment of the building, which had been undertaken by the tenants. It was considered therefore that these costs would be more appropriately taken from Asset Management (170) The Institute Building (4730)

The Clerk was therefore asked to transfer these amounts appropriately .

120 Outside Spaces

It was noted that the costs of a recent Tree survey was also expected under 4330 Tree works which would take this heading over budget. In addition to this there were tree works which would need to be carried out shortly but it was considered that by the time the permission to carry out these works had been sought from TWBC and the work carried out, this expenditure may come into the following years accounts.

130 Play Area

4310 Maintenance was over budget , but £1938 of this expenditure had also been received as S106 income from TWBC .

140 Toilets

4310 Maintenance was over budget but this was owing to the Solar panel installation, most of which (£4500) had been recouped from the Valtalia Grant.

It was pointed out that £600 had also been received from TWBC in respect of the Public Toilets Scheme.

150 Street Lights

4350 Equipment Replacement- it was noted that the amount of £3000 within this heading had been raised to put into an Ear Marked Reserve for planned replacement of street lights at some point in the future . Clerk to transfer to EMR.

It was noted that a payment of £85.60 had been misplaced under the heading of 150 4360 Electricity for street lights , when it should be under the heading of 140 4360 Electricity for Toilets. Clerk to carry out a journal entry to correct this.

170 Asset Management

It was noted that £380 had been spent to supply and fit a water heater at the Village Hall in April . This was prior to the transfer of title to the Village Hall committee .

A total of £22793.47 had been spent on the Clock tower refurbishment. The majority of this (£20,000) had come from the Council's EMR for this purpose .

Cllr Russell proposed from the Chair that having examined the current position of expenditure against budget, the committee were of the opinion that the overall position was reasonably on budget . Unanimous.

5. CONSIDER EMR'S 25-26. (Appendix 2)

The Clerk had circulated a report showing two EMRs as Village Hall Improvements £30820.48 and Play Area £32522.81.

It was noted that £3000 was to be transferred by the Clerk to a new EMR for Street Lighting Improvements . This, together with the other two existing EMRs was considered by the committee to be adequate at present .

6. ANY OTHER BUSINESS (Discussion only)

None.

There being no further matters to discuss the meeting ended at 8.10pm.

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