

DUNNINGTON PARISH COUNCIL
FINANCE, STRATEGY AND AUDIT COMMITTEE

Chairman: Cllr Andrew Dykes Clerk: Jessica Bedford Tel: 07562 333508

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Minutes of the Meeting of the Committee held at the Scouts and Guides Building,
Garden Flats Lane, Dunnington on Monday 5th December 2022 at 1.00pm

Present: Cllrs Dykes (chairman), Cllr Brooks, Cllr Turnbull, Cllr Shaw and the Clerk

1 FORMALITIES

1.1 The committee to receive apologies for absence given in advance of the meeting

Cllr Jackson sent apologies due to holiday

1.2 The committee to consider the approval of reasons for absence

The committee resolved to approve the reasons for absence

1.3 To receive and approve the Minutes of the Committee meeting held on the 9th November 2022

It was resolved to approve the minutes of the meetings held on the 9th November 2022

1.4 To receive any declarations of interest

No declarations of interest were received

1.5 To consider any written dispensation requests received by the Proper Officer

No written dispensations were received

2 EXCLUSION OF PRESS AND PUBLIC

The committee resolved not to exclude the press and public from any agenda items

3 PUBLIC PARTICIPATION

No members of the public were present

4 SCRIBE

To consider the package and fees for the 23/24

It was resolved that the Clerk will look into the allotment package further to establish its possible benefits and value for money.

5 INTERNAL AUDIT

To consider the internal auditor appointment for the 23/24 financial year onwards

It was resolved to approved Elkerlodge Bookkeeping Services for the 23/24 internal audit at the quoted £300.00. It was resolved to grant the internal auditor temporary, read only access to the Scribe accounts system

6 DOUBLE TAXATION

To consider the double taxation application for the 23/24 financial year

It was resolved to include details that the Parish Council were unaware that they could claim double taxation previously for the playpark

It was resolved to reduce the request for £12448 for safety surfacing by £3980 for ward grants that have been received.

It was resolved that the Clerk would enquire when the Parish Council would be advised of the amount of double taxation that had been awarded.

7 BUDGET MONITORING & SETTING

To consider the current spend to date and to consider setting budget lines for the 23/24 financial year

It was resolved to:

- Amend line 13 to £980.00
- Keep £750 within cost code 2017
- To include all playpark expenditure minus the earmarked reserve and monies that the PFA hold.
- To include a playpark reserve of £500
- To include playpark signage at £500
- To return the PFA reserves to £20,000 and include £1500 direct payment. To remove the outstanding tree invoice amount
- To keep code 3005 (cemetery long term costs) within the budget but at zero for 23/24
- To change code 7013 to a contingency
- To add a reserve for allotments
- To aim for no precept increase
- To add the verge path cuts on the Parish Council agenda
- To look at putting a grant policy in place in 23/24
- Speak to Scribe about the options for splitting up the Clerk salary within the system

8 FINANCIAL REGULATIONS

To consider an amendment to section 7 – Payment of Salaries

It was resolved to approve the amendment to section 7.

It was resolved that the Clerk will update the website copy

9 UNITY BANK

To receive an update on the Unity bank application

It was resolved that the application will be affected before the 1st April 2023

10 FINANCIAL APPROVALS/AUTHORISATION

10.1 To receive and consider any quotes for work/services

It was resolved to approve the following:

- In Bloom expenditure of £150 for machinery repairs

- Expenditure of up to £50 for batteries for Christmas lights
- Allotment expenditure of £525 for hedge cutting subject to checking with the neighbouring landowner to confirm the responsible owner.
- Expenditure of £714 for the purchase of Christmas trees

10.2 To note the receipts presented and consider the payments presented for authorisation

It was resolved to approve the payments presented for authorisation (Appendix 1)

11 AOB

Next Meeting: 5th January 2023 at 10.00am at the Tower Room, St Nicholas Church, Dunnington

Appendix 1

Dunnington Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Description	Supplier		VAT Type		Net	VAT	Total
176	Office Expenses - Stationery and Postage	30/11/2022	Postage	Post Office		E		9.50		9.50
173	Allotment - Water	05/12/2022	Water	Business Stream		E		31.82		31.82
174	Cemetery - Water	05/12/2022	Water	Business Stream		E		10.07		10.07
172	Dog Facilities	05/12/2022	Dog Dispenser Refill	JRB Enterprise Ltd		S		159.40	31.88	191.28
175	Cemetery - Phase 2 Development	05/12/2022	Phase 2 works	Aspects Horticultural Services Ltd		S		180.00	36.00	216.00
						Total		390.79	67.88	458.67