

# WALFORD PARISH COUNCIL

## Minutes of Finance Committee Meeting



Held Wednesday 5<sup>th</sup> October 2022 at 7:30pm  
At Walford Village Hall

**Present:** Councillors: Chinn, Drummond, Akers, Cole.

**In attendance:** N Richmond (Clerk) and one parishioner Dave Berry

1. **Apologies for absence:** - Cllr Whelan reason accepted.
2. **Declarations of interest and written requests for dispensation:** - None made.
3. **Adoption of Minutes of previous meeting:** - It was **resolved** to adopt the minutes of the meeting held on 11st June 2022 as a true and accurate record. Three voted in favour Cllr Drummond abstained as he was not present at that meeting.
4. **Public participation session:** - Dave Berry advised that Walford Village Hall are intending to make a monthly flat charge for the use of The Hub by the Community Support Scheme. He will advise the clerk of the monthly charge which he said would be reasonable in order that this can be incorporated in the budget to be presented to full council in November. The clerk will put this on the agenda for the full council before the budget proposal.
5. **Financial information:** -
  - 5.1 It was **RESOLVED** to approve the bank statements and reconciliation up to August 2022, and councillor Cole signed the reconciliation.
  - 5.2 **Banking arrangements.** The clerk confirmed that the latest precept payment had been received in the Unity Trust bank account and that no transactions now go through Lloyds Bank, so it would make sense to close the Lloyds Bank accounts and transfer the balance to Unity Trust. Cllr Drummond proposed that council close the Lloyds Bank accounts. This was seconded by Cllr Chinn and all voted in favour. Cllr Chinn will initiate the closure procedures with Lloyds Bank. Cllr Akers signed the Unity Trust application forms for a charge card from Unity Trust Bank, which Cllr Chinn will complete and send to the bank.
  - 5.3 **Year to date accounts.** These were considered. The lengthsman expenditure shows as an overspend as the figure includes project work at Daycroft Lane. It was decided that this should be taken out of lengthsman expenditure and put as a special project funded from the lengthsman reserve.
  - 5.4 **Draft budget and precept.** The clerk having circulated a draft budget several changes were agreed to the figures which will be amended and circulated by the clerk prior to presentation to full council. It was agreed also to combine the newsletter and advertising/promotion in a single 'Community Engagement' category. The Smartwater category will be taken out and replaced by an additional Leys Hill Junction project in anticipation of costs of implementing a new signage design. The training budget will be maintained as with an election next year it is possible there may be new councillors requiring training. **Precept.** Cllr Chinn suggested that given the bank balances currently held by the council it was reasonable to make the same precept request as last year ie £ 27,825, which given inflation and more properties contributing council tax represents a lowering of the demand on parish households. Cllr Chinn proposed this and it was seconded by Cllr Akers and all voted in favour.
  - 5.5 **Lengthsman expenditure.** This was discussed under agenda item 5.3.
  - 5.6 **Alcohol sales at KBCL.** The clerk confirmed that the events in question took place in August so no money had been received as yet by council. It was agreed that the clerk will instruct Riversea Holdings to remove the £20.55 from the café takings when asking for the final turnover figures for this year and ask for confirmation that this was done.
  - 5.7 **WPC Banner.** Cllr Akers reported that at the recent Walford Village Hall event the council representation was difficult to distinguish and it would be much easier if council had a banner drawing people's attention. She suggested that a banner incorporating the council logo could be purchased for around £200. Cllr Drummond proposed that council purchases a banner and 5.8 allocates a budget of £250.00. This was seconded by Cllr Cole and all voted in favour.

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5.8 **Daycroft Lane.** Cllr Akers reported that she had e-mailed the property owner concerning the blocked drain under his land but understood he was on holiday. It was agreed that the matter be deferred to the next meeting and in the meantime a meeting would be arranged with the local residents to explore their possible contributions toward the cost of work.

### 6. **Payments: -**

It was **resolved** to approve the payments as per Appendix 3

### 7. **Compliance: -**

7.1 **AGAR** – The completion of the 2019-20, 2020-21 and 2021-22 accounts was discussed. Cllr Chinn expressed the great dissatisfaction with PKF Littlejohn in that the same questions were asked on different occasions by different members of the PKF team and it was only through our enquiry that it was discovered that they intended to charge council a minimum of 22.5 hours work at £355 an hour. Cllr Chinn proposed that she draft an e-mail pointing out the duplication of answers given and demanding a reduction in their fees. It was agreed that Cllr Chinn draft the response and circulate to the committee for any amendments, following which the clerk will send to PKF Littlejohn.

### 8. **Items for next meeting agenda: -**

- 8.1 Unity Trust charge card.
- 8.2 AGAR resolution from PKF Littlejohn
- 8.3 Daycroft Lane drainage work.

### 9. **Next meeting: -** Wednesday 7<sup>th</sup> December 2022 – 7:30 pm at Bishopswood Village Hall. It is to be decided nearer the time if this meeting is required.

The meeting closed at 8:36 p.m.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_