

KESGRAVE TOWN COUNCIL

Minutes of the Finance and Governance Committee meeting, held on 17 October 2022 at the Town Council office

Councillors present:

Cllr Athwall
Cllr N Beecroft-Smith
Cllr A Comber
Cllr G Lynch
Cllr J Ogden (Chairman)

Officers present:

J Abbott – Town Clerk
A Dougall - Responsible Financial Officer (RFO)

1. **Welcome and Apologies for Absence** – Cllr J Ogden welcomed all those present, apologies received from Cllr R Gibson, attending Council related meeting, all agreed following the vote.
2. **Declaration of Interests** – none
3. **Minutes of the last Meeting** held on the 11 July 2022, the Committee received, considered and agreed following the vote.
4. **Clerks/Officer Report/Update** – J Abbott provided the following report:
 - Grant request received from the Kesgrave Friendship Club to assist with the running costs - following discussion it was decided that A Dougall would advise the group that other grants may be available and offer the use of a table at the Kesgrave Market to promote their club to residents at no cost. All agreed following the vote to support the club with a grant of £150 for 2022/23.
 - Although applied for, the external funding towards an electric vehicle proved to be difficult with lots of conditions attached, e.g., a further grant needed to match the £10,000 requested, a lengthy consultation process etc., so it was decided not to pursue.
 - Rialtas Business Services, provider of the Council's finance system, has been acquired by Harris Computer Corporation. There should be no change to the service provided.
 - Trees – to be discussed in the confidential part of the meeting.
5. **Members of the Public** – none present.
6. **Forecast Year-end Income and Expenditure Report for 2022/23** – A Dougall presented the report and explained that the figures provide useful information for the 2023/24 budget preparation. It was agreed that the reserve adjustments for 2022/23 would be actioned before the year-end so that the balances show the current position. Expenditure for the solar panels at KTC/MJH, boiler replacement (office), cleaning contract, detached youth work and SCC street light upgrade to be funded from general reserves. All in favour following the vote.
7. **2023/24 Draft Budget (version 1)** – A Dougall presented the draft budget report. The following amendments were noted: -

- Salaries – estimated pay award to be changed from 5% to 8% for 2023/24
- Maintenance of KTC building – fascia board replacement approx. £20k to be funded from reserves, £2,000 included for remedial works only, particularly on the North side of the building. Provision to be included to raise block paving at the main entrance to avoid the need of a portable ramp.
- To review employer pension contributions to the NEST pension scheme.
- Van purchase/running costs – increase reserves by £5,000 to fund an electric vehicle.
- FIT/SEG receipts – monitor electricity generated for the full year cycle.
- Road Safety Initiatives – include £2,500 for SID provision.
- Green Environmental Projects – it should be noted that the hedges along Pilsbrough Walk need urgent maintenance to prolong life.
- To note that the tree survey, conducted every two years, next due June 2024.
- To consider a new project - food bank for residents.
- Consider alternative events to ice skating.
- Aim for a minimal increase (ideally zero) to the precept from 2022/23, i.e., balance increasing costs of Council with increasing costs for residents. Consider schemes to help residents with financial difficulties.

All agreed to accept the draft budget with amendments and to present at the next Full Council meeting 24 October 2022.

- 8. Other/Urgent Communications** – none.
- 9. Date of Next Meeting** – Monday 21 November 2022 at 7.15pm, Council Chamber, Town Council office.
- 10. Agenda Items for Next Meeting** – none.
- 11. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960**
– Agreed, no members of the public present.

Agenda item 12a was then discussed in the CONFIDENTIAL part of this meeting. this part of the meeting finished at 9pm

Chairman.....

Date.....