

Tickton & Routh Parish Council

Minutes of the Finance & Grant Funding Committee meeting held on Monday 22 December 2021 in the Small Room, Tickton Village Hall at 7:30pm.

Present: Councillor Sinkler (in the Chair)
Councillors: Oliver & N Walker

Apologies Councillors: Caley & Hadley

Absent: No-one

Public: No members of the public in attendance

Minute Taker Mrs M Middleton – Clerk

01/21	APOLOGIES – Recorded.																																																													
02/21	CHAIRMAN Resolved: Cllr Sinkler was elected.																																																													
03/21	DECLARATION OF INTEREST – None recorded.																																																													
04/21	MINUTES <u>Resolved:</u> The minutes of the meeting of 7 December 2020 were approved as a true and correct record																																																													
05/21	RESERVES ERNLLCA recommend that for a Council the size of Tickton & Routh, the Parish Council should plan to hold a General Reserve (GR) of at least half and up to a maximum of the value of precept. Should the GR funds exceed the precept level, funds can be transferred to Ear Marked Reserves (EMRs). The anticipated year end level of reserves held were reviewed and recorded as follows; <table border="1"> <thead> <tr> <th>RESERVES</th><th></th><th>ANTICIPATED YEAR END RESERVES</th></tr> </thead> <tbody> <tr> <td>RESTRICTED</td><td>RWF Grant - Community Wood</td><td>1,846.00</td></tr> <tr> <td>RESTRICTED</td><td>RWF Grant - Hull Bridge Bus Shelter Light</td><td>-</td></tr> <tr> <td>RESTRICTED</td><td>RWF Grant - Parish Appraisal</td><td>-</td></tr> <tr> <td>RESTRICTED</td><td>Parish Appraisal - PC approved contribution</td><td>-</td></tr> <tr> <td>RESTRICTED</td><td>ERYC Grant - Community Led Housing</td><td>-</td></tr> <tr> <td>EARMARKED</td><td>PLAYGROUND EQUIPMENT REPLACEMENT</td><td>12,000.00</td></tr> <tr> <td>EARMARKED</td><td>ASSET REPLACEMENT</td><td>900.00</td></tr> <tr> <td>EARMARKED</td><td>ELECTION EXPENSES FUND</td><td>1,500.00</td></tr> <tr> <td>EARMARKED</td><td>MUGA MAINTENANCE</td><td>3,000.00</td></tr> <tr> <td>EARMARKED</td><td>DEFIBRILLATOR FUND</td><td>500.00</td></tr> <tr> <td>EARMARKED</td><td>DEVELOPMENT FUND</td><td>500.00</td></tr> <tr> <td>EARMARKED</td><td>TREE MANAGEMENT FUND</td><td>500.00</td></tr> <tr> <td>EARMARKED</td><td>STAFF COSTS</td><td>500.00</td></tr> <tr> <td>EARMARKED</td><td>QUEENS PLATINUM JUBILEE 2022</td><td>1,000.00</td></tr> <tr> <td>EARMARKED</td><td>EMERGENCY (PLAN) FUND</td><td>1,000.00</td></tr> <tr> <td>RESTRICTED</td><td>TICKTON PRESCHOOL BOND</td><td>250.00</td></tr> <tr> <td>RESTRICTED</td><td>CARR LANE PICNIC AREA MAINTENANCE</td><td>489.84</td></tr> <tr> <td></td><td>GENERAL RESERVE</td><td>29,608.28</td></tr> <tr> <td></td><td>TOTAL RESERVES</td><td>£ 53,594.12</td></tr> </tbody> </table>		RESERVES		ANTICIPATED YEAR END RESERVES	RESTRICTED	RWF Grant - Community Wood	1,846.00	RESTRICTED	RWF Grant - Hull Bridge Bus Shelter Light	-	RESTRICTED	RWF Grant - Parish Appraisal	-	RESTRICTED	Parish Appraisal - PC approved contribution	-	RESTRICTED	ERYC Grant - Community Led Housing	-	EARMARKED	PLAYGROUND EQUIPMENT REPLACEMENT	12,000.00	EARMARKED	ASSET REPLACEMENT	900.00	EARMARKED	ELECTION EXPENSES FUND	1,500.00	EARMARKED	MUGA MAINTENANCE	3,000.00	EARMARKED	DEFIBRILLATOR FUND	500.00	EARMARKED	DEVELOPMENT FUND	500.00	EARMARKED	TREE MANAGEMENT FUND	500.00	EARMARKED	STAFF COSTS	500.00	EARMARKED	QUEENS PLATINUM JUBILEE 2022	1,000.00	EARMARKED	EMERGENCY (PLAN) FUND	1,000.00	RESTRICTED	TICKTON PRESCHOOL BOND	250.00	RESTRICTED	CARR LANE PICNIC AREA MAINTENANCE	489.84		GENERAL RESERVE	29,608.28		TOTAL RESERVES	£ 53,594.12
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06/21	PROPOSED DEVELOPMENT 2022-23																																																													

	The Committee considered undertaking a project on GL Cullington Field to enhance the belt of trees to create a woodland walkway and to plant additional trees and bulbs. The webhost is currently preparing a quote to create a new website to improve compliance following the Website Accessibility Regulations. <u>Recommendations to Full Council:</u> a) To approve undertaking a project on GL Cullington Field to enhance the belt of trees to create a woodland walkway with bulbs. b) To approve submitting a grant application to the RWF and PC to fund 20%. c) To approve a grant application to the RWF Community Chest Fund towards new website costs.
07/21	<u>2022-23 BUDGET</u> The Clerk provided a brief financial overview. Precept: The 2021-22 Precept is £32,423. Income: Income is in the region of £133 per annum raised through allotment rents, wayleaves and bank interest. Based on the 2022-23 recommendations being approved, the Clerk reported on the financial position as follows; The anticipated carry forward figure to 2022-23 is £53,594 of which, £21,400 is held in EMRs and £2,586 in restricted funds. This could leave a balance of £29,608 known as the General Reserve. The Committee worked through a draft budget covering the following elements; • Income • Running costs (Salaries, Administration, Maintenance etc.) • Grants/Community Activities • Contribution towards long term costs (EMRs) i.e. playground equipment replacements, development, elections etc. • Planned development/projects 2022-23 <u>Recommendations to Full Council:</u> To approve a provisional budget for 2022-23 at £35,127. To approve gritting of parish facilities.
08/21	<u>ASSET REGISTER</u> An audit had identified that various assets were not included on the register – Appendix A. <u>Recommended to Full Council:</u> To approve the updated asset register to ensure adequate Public Liability Insurance. The Finance & Grant Committee to review the asset register against loss and damage cover and level of insurance excess (currently £400) in preparation for the 2022-23 insurance renewal.
09/21	<u>PROVISIONAL PRECEPT</u> The Committee agreed to consider the provisional Precept recommendation on receipt of Precept calculation figures from ERYC.
10/21	There being no further business the meeting closed at 9:10 pm. The next meeting of the Finance & Grant Funding Committee to be arranged as required.

The Minutes were signed as an accurate record at the meeting held on the 16 May 2022.

APPENDIX A

AUDIT OF ITEMS TO ADD TO ASSET REGISTER				
Description	Location	Purchased by PC, donated or community asset	Value	To insure for loss and damage?
Litter bin	Carr Lane Picnic Area	Donated – Bin Buddies	£1	
Litter bin	Carr Lane (Carr Farm Bungalow)	Donated – Bin Buddies	£1	
Litter bin	Green Lane junction	Donated – Bin Buddies	£1	
Litter bin	Carr Lane (opposite Methodist Chapel)	Donated – Bin Buddies	£1	
Wooden Bench	Main Street (near Village Hall)	PC		
Wooden Bench	Main Street/Weel Road	PC		
Wooden Bench	Routh <i>Advised that this was installed by a resident many years ago – do we adopt as a community asset?</i>	Resident		
Salt Bins (Green)	GL Cullington (entrance)	PC		
Salt Bins (Green)	Main Street (school)	PC		
Salt Bins (Green)	Main Street (east nr. b/shelter)	PC		
Salt Bins (Green)	Hull Bridge	PC		
Salt Bins (Green)	Routh	PC		
Salt Bins (Green)	Weel	PC		
Storage Container	GL Cullington	Donated old Tennis Club	£1	
Storage Container	Village Field	Donated old Football Club	£1	
Noticeboard	Tickton	PC		
Noticeboard	Weel	PC		
Noticeboard	Hull Bridge	PC		
Noticeboard	Routh	PC		
History Board	Tickton	PC		
History Board	Routh	PC		
Planter (Wood)	Main Street East	PC		
Planter (Wood)	Main Street West	PC		
Planter (Wood)	Routh	PC		
Planter (Stone)	Main Street (nr village pump)	Community Asset	£1	
Plaque	Main Street (nr village pump)	PC		
Water Pump	Main Street	Community Asset	£1	
Bow Top Fencing	Perimeter of Village Field	PC		
Wire boundary fencing	Perimeter of Village Field	PC		
Signage	GL Cullington	PC		
Signage	Village Field	PC		
Wooden Posts (8)	GL Cullington	PC		
Barrier	GL Cullington	PC		