



**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 17<sup>TH</sup> JANUARY 2023 IN THE PARISH OFFICE MEETING ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM**

**038/23 PRESENT:**

Cllrs Adam (in the Chair), Boswell, Burton, Gibson, Tippen and Turner. The Clerk was also in attendance.

**039/23 APOLOGIES:**

There were no apologies.

**040/23 APPROVAL OF PREVIOUS MINUTES:**

The minutes of the meeting held on 29<sup>th</sup> November 2022 were agreed and signed as a true record.

**041/23 CLLR INFORMATION**

**Declarations of Interest**

There were no declarations of interest.

**Granting of Dispensation**

There were no requests for dispensation.

**042/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

No members of the public were in attendance.

**043/23 UPDATE FROM HR SUB-COMMITTEE POLICY MEETING**

The HR Sub-Committee met informally for a working session on 12<sup>th</sup> January to discuss the proposed policies drawn up by Peninsula. No other items were discussed and therefore no minutes were written.

**044/23 2022/23 FINANCIAL YEAR**

The financial reports up to and including December 2023 had been circulated to Cllrs prior to the meeting. No additional items of expenditure and income had been incurred since the last meeting. Therefore, Cllrs agreed the I&E for up to Q3.

**045/23 ADDITIONAL EXPENDITURE FOR 2022/23**

Cllrs considered additional expenditure for the remainder of the financial year over and above that which had already been budgeted which included:

IT Support

Cllrs agreed in principle at Full Council on 10<sup>th</sup> January. The Clerk had been asked to contact company on several points. Following receipt of the answers the Clerk had provided a report on the outcome to which Cllrs proposed that a 12 month contract be entered into with CloudyIT for office staff but to reserve the option to add Cllrs at a later date.

MPC Risk Assessments

Cllrs considered the proposal from Peninsula for outsourcing risk assessments. However, there was an additional cost to this and Cllrs recommended that this would not be taken up at the current time.

Other

The item of the extension of the library path had been raised at the previous Finance Committee meeting and it was agreed that the quote from Wright Landscapes would be accepted to be undertaken from the Infrastructure Spend Plan budget.

**046/23 FORECAST FOR THE REMAINDER OF FINANCIAL YEAR (TO 31<sup>ST</sup> MARCH 2023)**

The Clerk had circulated draft forecast to Cllrs prior to the meeting and Cllrs agreed the forecasts proposed for income and expenditure to end of the financial year 2022/23.

**047/23 OTHER INCOME AND EXPENDITURE FOR 2023/24**

To consider any other income and expenditure further to previous Finance meeting.

Library footpath

Item discussed for 2022/23 expenditure.

**048/23 UTILITY COSTS**

Cllrs considered future utility company/costs for water and electricity supply. However, they proposed to put this on hold until nearer the time when the contracts expire due to fluctuating tariffs/costings.

**049/23 CAPITAL/FOUR YEAR FINANCIAL PLAN**

Cllrs to consider capital income and expenditure

2022/23

Any additional Capital income and expenditure forecast

2023/24

(a) Any additional Capital income and expenditure

Future Years

Review Financial Plan of future capital income and expenditure

Consider purchase of tablets for Cllrs

All Capital expenditure and income was deferred until a future meeting to discuss this in more detail.

**050/23 2023/24 TAX BASE**

The Tax Base for 2023/24 had been received from MBC. This had been reported as 2,187.00.

**051/23 BUDGET 2023/24**

Cllrs reviewed the proposed budget for 2023/24 and updated several budget inputs following information received since the last meeting, including salaries, IT support, increase in charges etc.

Cllrs proposed the following to be put before the Extra Ordinary Full Council meeting on 24<sup>th</sup> January 2023.

Expenditure: £218,579.33

Income: £218,576.33 (including Precept *see below*)

**052/23 PRECEPT 2023/24**

Cllrs, after setting the budget, agreed to propose the precept for 2023/24 as £175,564.60. This would be put before the Extra Ordinary Full Council meeting on 24<sup>th</sup> January 2023.

Once agreed this would equate to £80.28 (increase of £3.46) for a Band D property per annum / £6.69 (increase of £0.29p) for a Band D property per month.

**053/23 OTHER FINANCIAL ISSUES**

Future Community Infrastructure Levy (CIL) money received

Cllrs to consider future bank accounts for investments

The above two items were discussed at a previous meeting and would be reviewed by the Finance Committee at a future date.

**054/23 INVOICES**

There was one invoice for payment:

Alison Hooker – Canva Annual Subscription, Light Bulbs and HDMI lead - £138.67

Cllrs agreed this payment and Cllrs Boswell and Tippen would authorise on Unity.

There being no further business the meeting closed at 8.46pm

Date:

Signed:

Cllr Richard Adam

Chairman, Finance Committee

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