



Minutes of Kingsclere Parish Council Finance and Establishment Meeting FE 01/24 Held at 7.30pm on Monday 22nd January 2024 in the Village Club

FE 01/24 – Present:

Cllrs Conquest; Gaines; Mussett; R Peach RFO - L Porton
Clerk – Ackrill;

01/24.1 – Apologies: Cllr Jonas

01/24.2 – Declarations of Interest: None

01/24.3 - Questions from the Public: No Public Present

01/24.4 – Review of Interim Audit: The RFO completed the Internal Audit remotely with our Auditor on 13th December 2023 – the resulting interim report from April Skies had been circulated to the Cllrs prior to the meeting. Once again, our RFO had provided and adhered to everything required as per our orders and regulations and our Internal Auditor concluded there were No matters of concern to highlight to the Council. Another great achievement and thank you to our RFO.

Resolved: To recommend the Interim Audit from April Skies dated 13/12/23 for approval to Full Council at the next Ordinary Meeting.

01/24.5 – To Review the Current year Budget Forecast: The RFO had circulated the budget to date, the document also provided notes on expected expenditure and comments against line items where surplus or negative balances may occur. All questions were answered regarding the expected expenditure and discussion was held on some line items where balances may need to be vired, and the Cllrs were happy with the figures and the plan for the remainder of this finance year. Compliments to RFO on detailed notes and information.

01/24.6 – Review and finalisation of Budget Requirements for 2024/25: a detailed Budget for 24/25 has now been compiled and discussed at the previous few meetings, it includes all quotes and projects Cllrs and Officers would like to complete in the next financial year. Increases have been anticipated or confirmed in standard budget line such as mowing and maintenance. All items were reviewed, and Cllrs confirmed no amendments were required. All present agreed to recommend the 24/25 draft budget to Full Council 29th January for approval. It was noted that future budget items could be some fencing in hedge on Dell Recreation Ground, Officers will try and check Dell Boundaries.

Action: Dell Boundary investigation – Officers

Resolved: Budget 2024/25 calculator paper dated 15/01/24 to be recommended to Full Council for approval at the next Ordinary Meeting.

01/24.7 – To Review Precept Requirement for 2024/25: Using the Final Budget Calculated in Item 6 above dated 15/01/24. The FE Committee recommends that a precept of £92,212 (whole pounds) is required. This is an 8.79% increase on 23/24. The KPC proportion of the Council Tax Invoice for a Band D property will therefore be £69.29. Committee suggested Officers investigate, where KPC will sit with other parishes where possible, how much Band D is increased from last year and what this is as a % figure, and what does 1% equate to as a £.

Action: Research percentage facts – Officers

Resolved: Precept of £92,212 for 2024/25 will be recommended to Full Council at the next Ordinary Meeting.

01/24.7 – Review of Asset Register: The Asset Register had been circulated prior to the meeting. It was agreed everything was included and can be recommended to Full Council for approval but at some point a few items could now be written off. 2 Cllrs agreed to go through and discuss this away from the meeting. Bringing the document back to a meeting for discussion.

Action: Items for write off CM RP

Resolved: Recommend the Asset register dated 15/01/24 to Full Council for approval at the next Ordinary Meeting.

01/24.8 – Review of Electricity Contract – (This is the supply to the pillar beside the Churchyard which is used mainly for the Village's Christmas Display) our current non metred supply contract has expired. RFO has tried numerous suppliers to quote, however non-metered options are scarce. The two quotes were provided are very much higher on the daily standing charge which would result in a bill of approximately £1500 just to run the Christmas Lights. Clerk will re-open investigations into metered supply but if this is not possible recommendation for the interim is to disconnect the supply until an alternative option is sought.

Action: Non-Metered – Clerk

Resolved: Depending on Clerks findings recommend to Full Council contract/ supply is disconnected until alternative option is suggested / sourced.

01/24.9 - Financial Risk Assessment 2023 – RFO had completed this and document circulated prior to meeting. Document reviewed all Cllrs and RFO satisfied with the document content.

Resolved: Recommend to Full Council for approval.

01/24.8 – Date of Next Meeting: Confirmed as Monday 15th April 2024 7:30pm in the Village Club.

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Page 2 of 2
FE 01/24