

ANSTON PARISH COUNCIL

**MINUTES OF THE MEETING OF THE FINANCE & GENERAL
PURPOSES COMMITTEE HELD ONLINE ON WEDNESDAY 2nd
SEPTEMBER 2020**

Present: Councillors Diane Graham, Clive Jepson, Colin Tawn and Bev Thornley.

In Attendance: Chris Pilkington (Clerk), Michael Gazur (Responsible Financial Officer) and Cllr Marie Wilkinson.

29.20 APOLOGIES

In the absence of the Chairman it was agreed that Cllr Graham would chair the meeting.

Apologies for the meeting and reasons for absence from it were received from Cllrs Ben Bentley, Philip Matthews and Paul Vernon.

RESOLVED: That the reasons for absence of Cllrs Bentley, Matthews and Vernon be approved.

30.20 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS CODE OF CONDUCT

None.

(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO COUNCILLORS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS

None.

31.20 IDENTIFICATION OF ITEMS FOR THE EXCLUSION OF PRESS AND PUBLIC

None.

32.20 MINUTES OF THE MEETING OF THE COMMITTEE HELD ON WEDNESDAY 19th FEBRUARY 2020

RESOLVED: That the minutes of the meeting of the Committee held on Wednesday 19th February 2020 be confirmed as an accurate record and signed by the Chairman of the meeting.

33.20 PAYMENTS AND RECEIPTS

RESOLVED: That the payments presented at the meeting and those authorised and processed since the last meeting and set out in the accompanying documents be approved and that the list of receipt presented also be noted.

34.20 ACCOUNTS

RESOLVED: That the bank reconciliation for July 2020 be approved.

35.20 MANAGEMENT ACCOUNTS

RESOLVED: That the latest management accounts be noted.

36.20 RESERVES POLICY

The Clerk and Responsible Financial Officer presented a draft reserves policy to the Council.

RESOLVED: That the reserves policy be adopted.

37.20 DEBTORS

None.

38.20 GRANTS

There were no grant applications for consideration.

RESOLVED: That this be noted and that information about the Council's grants scheme be displayed on the Council's website.

39.20 PAY AWARDS 2020/2021

The Clerk reported on the cost of living increase from 1st April for those members of staff to whom they were applicable, one member of staff going up a spinal column point from that date and the increase from that date in the voluntary living wage relevant to other members of staff.

RESOLVED: That these increases be noted and approved.

40.20 BUILDINGS REVALUATION

The Clerk reported that RMBC had revalued the Parish Council's properties and that the next revaluation was due in 2025.

RESOLVED: That this be noted.

41.20 CEMETERY BUSINESS RATES

Cllr Tawn spoke to a briefing note he had submitted suggesting that the business rates paid by the Council should be re-evaluated. The Responsible Financial Officer explained that doing so might well lead to the Council paying a higher rather than a lower rate.

RESOLVED: That no action be taken.

42.20 CEMETERY – RINGFENCING OF FUNDS

Cllr Tawn proposed that income generated by the cemetery be ringfenced for spending only on the cemetery.

RESOLVED: That income generated by the cemetery be ringfenced for spending on the cemetery and be treated as an allocated reserve.

43.20 INTERNAL AUDIT – REMOTE AUDIT BY COUNCILLORS OF THE ACCOUNTS

The Responsible Financial Officer explained that all members of the Council could be given remote access to the Scribe Accounts software to enable them to carry out the monthly internal control checks.

RESOLVED: That all members of the Council be given remote access to the Scribe Accounts software for the purpose of carrying out internal control checks. Cllrs Graham and Wilkinson would carry out the checks for September.

44.20 INSURANCE – PUBLIC LIABILITY COVER

The Clerk explained that when the insurance policies of the Council had been renewed on 1st June the limit of public liability cover held by the Council had been reduced from £25m to £15m to reflect the risk profile of the Council and in line with advice from the insurance brokers. In addition he had contacted three nearby councils of a similar size and range of activities to the Parish Council and none held public liability insurance greater than £15m.

RESOLVED: That the reduction of the public liability cover held by the Council from £25m to £15m be approved.

45.20 DISCUSSION OF ITEMS FOR WHICH PRESS AND PUBLIC HAVE BEEN EXCLUDED

None.

46.20 DATE AND VENUE OF NEXT MEETING

RESOLVED: That the next meeting of the Committee take place virtually via Zoom on Wednesday 7th October 2020.

Chris Pilkington PSLCC

Clerk to Anston Parish Council

5th October 2020