

## Kimberley Town Council

Minutes of a meeting of the **Finance Committee** held on **Thursday 22<sup>nd</sup> June 2023**, in the Parish Hall starting at 7.10pm.

**Present:** Cllr N Doherty            Cllr J Dymond            Cllr A Mason - Chair  
Cllr T Rood                    Cllr P Saunders  
Council Officers:            J Robertson - RFO  
Members of the Public: One

Cllr A Mason thanked Cllr J Dymond as the outgoing Chair for the Finance Committee for all the hard work that he had done over the past years. Cllr A Mason also thanked the RFO for all her hard work in preparing the year end accounts and in getting a resolution for the year end accounts of 2021/2022. Cllr J Dymond thanked the previous RFO/Clerk for her works on the Kimberley Town Council accounts whilst she was in post.

- F/23/001        **Appointment of Vice Chair**  
It was **resolved** by a majority vote that Cllr J Dymond be appointed Vice Chair of the Finance Committee for the year 2023/24.
- F/23/002        **Apologies for Absence**  
Absent, no apologies given, Cllr I Forrester
- F/23/003        **Declarations of Interest**  
None declared.
- F/23/004        **Minutes of Finance Committee**  
The minutes of the Finance meeting 20<sup>th</sup> October 2022, having been circulated to all Councillors, were taken as read and noted. The meeting adopted the minutes as a true and accurate record and they were signed by the Chair.
- F/23/005        **Public Question Time**  
None.
- F/23/006        **Responsibilities of the RFO**  
The RFO gave a summary of the role and responsibilities of the RFO. This was due to there being a new Finance Committee and a couple of new Councillors. The RFO commented that Councillors can ask any questions regarding the Accounts at anytime, either in person or via email, they do not have to wait for a Council meeting to raise questions or queries.

- F/23/007      **End of Year Report**  
 RFO explained the year end reporting for 2022/2023 including the AGAR and what will be presented to the Full Council on the 29<sup>th</sup> June for review and signing.  
 Cllr J Dymond made specific comments on the Year End Income and Expenditure explaining some of the outcomes for other Councillors to understand the figures. RFO is investigating the business rates and water supply for the Miners Recreation Ground to confirm these are correct.
- F/23/008      **Internal Auditors Report**  
 Annual Internal report was noted.
- F/23/009      **Meeting Dates**  
 Proposed amended dates of meeting to fall in line with three monthly report of expenditure:  
 19<sup>th</sup> October 2023: To review the first draft of the budget 2024 - 2025  
 18<sup>th</sup> January 2024: To agree final draft of the budget and agree on the precept for 2024 – 2025  
 16<sup>th</sup> May 2024 - Review polices, financial regulations and AGAR 2023/2024  
 18<sup>th</sup> July 2024
- F/23/010      **Earmarked Reserves**  
 The ear marked reserves were reviewed and the following was agreed on for the financial year 2023/2024 as follows:
- |                     |   |
|---------------------|---|
| Parish Hall         | £50,000 no change                       |
| Football Pavilion   | £50,000 no change                       |
| Parish Election     | £10,000 no change                       |
| Legal Fees          | £3,000 no change                        |
| Capital Reserves    | £100,000 no change                      |
| Solar Panel fund    | £12,000 no change                       |
| LUF Kimberley       | £10,000 new                             |
| LUF Good ideas Fund | £7,500 new                              |
| Chapel masonry      | £5,000 new                              |
| Training            | Removed as Clerk training now paid for. |
- RFO to amend on the Accounting system.
- F/23/011      **Insurance**  
 Insurance policy had been reviewed by Councillors. The insurance is with BHIB and runs from 1<sup>st</sup> June to the 31<sup>st</sup> May. The Council are tied into a three year deal as they received a discount. 2023/2024 is the second year of that deal. Cllr N Doherty and the RFO are currently updating the Asset Register. The insurance cover can be updated at any time within the year and if there any extra costs then they would be paid pro-rata. RFO to do analysis on

claims over the past 5 years and to enquire regarding the 'excess' on the policy and if increasing the 'excess' will reduce the premium significantly.

F/23/012

**Feedback to Full Council**

Cllr A Mason to do a short feedback report to Full Council.

F/23/013

**Dates of Next Meetings**

Full Council - Thursday 29<sup>th</sup> June 2023

Events – Thursday 6<sup>th</sup> July 2023

Estates and Environment – Thursday 13<sup>th</sup> July 2023

F/23/014

**Exclusion of Public and Press**

**RESOLVED** that, under Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.

**No Excluded Items.**

There being no further business, the Chair thanked Councillors for their contributions and closed the meeting at 8.25pm.