**BRANDON & BYSHOTTLES PARISH COUNCIL**
**MINUTES OF THE FINANCE COMMITTEE MEETING**
**HELD IN THE COUNCIL CHAMBERS,**
**6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM**
**ON WEDNESDAY 6th MARCH 2024, AT 7.00 PM**

**PRESENT**

**Councillor Bonner (in the Chair)**
**and Councillors Mrs Clegg, Clegg, Mrs Elmer, Grantham, Hindmarch, Moore, Sims, Turnbull and Mrs Wharton**

**Fin. 30** **DECLARATIONS OF INTEREST**

There were no declarations of interest.

**Fin. 31** **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bell, Mrs Catterson, Nelson and Mrs Nelson .

**RESOLVED:** To receive the apologies.

**Fin. 32** **ACCOUNT BALANCES AT 31ST JANUARY 2024**

Approval was requested for the account balances as at 31st January 2024 and Bank Reconciliation December 2023 and January 2024.

**RESOLVED:** To recommend approval of the balances at 31st January 2024 and Bank Reconciliations December 2023 and January 2024.
Proposed by Councillor Hindmarch and seconded by Councillor Grantham.

**Fin. 33** **ESTIMATES/ ACTUALS AS AT 31ST JANUARY 2024**

Approval was requested for estimates / actuals as at 31st January 2024. The Clerk notified the meeting that due to inflation and the cost of everything going up, that some amounts spent were greater than the amounts that had been budgeted

**RESOLVED:** To recommend approval of the estimates / actuals at 31st January 2024.
Proposed by Councillor Grantham and seconded by Councillor Clegg.

**Fin. 34** **WARD ESTIMATES/ ACTUALS AS AT 31ST JANUARY 2024**

Approval was requested for ward estimates / actuals as at 31st January 2024.

**RESOLVED:** :To recommend approval of the ward estimates / actuals at 31st January 2024.
Proposed by Councillor Grantham and seconded by Councillor Clegg .



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**Fin. 35** **REVIEW OF FINANCIAL REGULATIONS**

The meeting considered the Financial Regulations

**RESOLVED:** To recommend amending 11.b) and 11.c), from advice given by CDALC/NALC'S Legal Topic Note 87, for the amount to read £30,000 (including VAT), this must be advertised on the Contracts Finder. The Public Contracts Regulations 2015 will be replaced by the Procurement Act in October 2024.
: To recommend approval of the Financial Regulations
Proposed by Councillor Jamieson and seconded by Councillor Grantham

: To recommend including the following to the list of Contractors:

- Arbor-Folia, 62 Manor Grange, Lanchester
- Arborline Tree Services, 2 Magnolia Court, Esh Winning.

: To recommend removing the following from the list of Contractors:

- WJM Quigley Ltd, Esh Winning
- Durham County Council – website

: To recommend removing contractors from the list of contractors if they do not provide a copy of their current Insurance and Health & Safety documents, when requested.

: To recommend contacting the contractor to see if they would agree to be the emergency contact, for any emergency issues arising throughout the parish area.

Proposed by Councillor Turnbull and seconded by Councillor Clegg.

**Fin. 36** **REVIEW OF RISK ASSESSMENT AND INSURANCE**

The Committee considered the annual risk assessment and insurance cover.

**RESOLVED:** To recommend on the risk assessment, removing under notice boards 'on behalf of Brandon Community Partnership'
: To recommend on the annual insurance review, to make enquiries to see if the case is covered as well as the original Brandon banner and that the seat at Fair View, Esh Winning is included.
: To recommend approval of the Risk Assessment and Insurance.
Proposed by Councillor Grantham and seconded by Councillor Hindmarch.

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**Fin. 37** **CALENDAR OF MEETINGS**

**RESOLVED:** To recommend approval of the following calendar of meetings:

| | | |
|---|---|---|
| Wednesday | 5th June 2024 | 7pm |
| Wednesday | 4th September 2024 | 7pm |
| Wednesday | 8th January 2025 | 7pm |
| Wednesday | 5th March 2025 | 7pm |

Proposed by Councillor Grantham and seconded by Councillor Hindmarch.

The meeting closed at 7.35 pm

Signed .....

Date 15/3/24