BRANDON & BYSHOTTLES PARISH COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS 6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM ON WEDNESDAY 5TH JUNE 2024, AT 7.00 PM

PRESENT

Councillor Bonner (in the Chair)
and Councillors Bell, Mrs Catterson, Clegg, Mrs Clegg, Mrs Elmer, Grantham, Hindmarch, Mrs Nelson, Nelson, Sims, Turnbull and Mrs Wharton

Fin. 1 **ELECTION OF CHAIRMAN**

RESOLVED: That the Chairman of the Council be elected as Chairman of the Committee for the ensuing year.
Proposed by Councillor Clegg and seconded by Councillor Grantham.

Fin. 2 **ELECTION OF VICE CHAIRMAN**

RESOLVED: That the Vice Chairman of the Council be elected as Vice Chairman of the Committee for the ensuing year.
Proposed by Councillor Clegg and seconded by Councillor Bell.

Fin. 3 **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

Fin. 4 **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

Fin. 5 **YEAR END ACCOUNTS 31ST MARCH 2024**

Approval was requested for the end of year accounts at 31st March 2024 and bank reconciliations February and March 2024.

RESOLVED: To recommend approval of the end of year accounts for 31st March 2024 and bank reconciliations February and March 2024.

Fin. 6 **ESTIMATES/ ACTUALS AS AT 31ST MARCH 2024**

Approval was requested for estimates/ actuals at 31st March 2024.

RESOLVED: To recommend approval of the estimates/ actuals at 31st March 2024 :To recommend that the Parish Council looks for ideas for a project for next year for Beautiful Durham, due to Durham County Council not holding it due to financial reasons.

Fin. 7 **WARD ESTIMATES / ACTUALS AS AT 31ST MARCH 2024**

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

RESOLVED: To recommend approval of the ward estimates/ actuals at 31st March 2024.

Fin. 8 **ACCOUNT BALANCES 30TH APRIL 2024**

Approval was requested for the account balances at 30th April 2024 and bank reconciliation as at 30th April 2024

RESOLVED: To recommend approval of the account balances at 30th April 2024.
:To recommend leaving the money in for the Community Awards as the current Chair plans to hold Community Awards during his term of office.
: To recommend that the Clerk contacts the Parish Council's bank to see if there are any different processes with their banking arrangements.
: To recommend that the Central Fund is looked at by Councillor Mrs Nelson and the Clerk.
: To recommend that enquiries are to be made why the following cheques have not yet been presented:

- New Brancepeth Residents Group £100.00
- Ushaw Moor Catholic Club £150.00
- 5th Durham City Scouts £ 50.00

Royal British Poppy Appeal £300.00
The Clerk notified the meeting that enquiries had been made to find out where to send the cheque.

: To recommend contacting the British Legion Head Office, making out a new cheque and then posting it.

Fin. 9 **ESTIMATES / ACTUALS TO 30TH APRIL 2024**

Approval was requested for the estimates/ actuals at 30th April 2024.

RESOLVED: To approve the estimates/ actuals at 30th April 2024.

Fin. 10 **WARD ESTIMATES / ACTUALS TO 30TH APRIL 2024**

Approval was requested for the ward estimates/ actuals at 30th April 2024.

RESOLVED: To recommend approval of the ward estimates/ actuals at 30th April 2024

Esh Winning ward Councillors queried the amount estimated for grass cutting for their ward for 2024-2025.

RESOLVED: To recommend that the Clerk examines the estimate and reports back to the Esh Winning ward Councillors with the outcome.

Fin. 11 **CHAIR/ VICE CHAIR'S ALLOWANCE**

It was agreed at the May meeting to discuss the above at this meeting. Discussion took place regarding the allowances to the Chair and Vice Chair.

RESOLVED: To recommend that travel allowance is claimed when Members are using their own transport to attend functions. Mileage will be paid from the Parish boundary to the event and the return journey. If Members do not have their own transport then taxi costs will be re-imbursed with a receipt.
: To recommend trying to find a Private Chauffeur service for Members when travelling to events wearing chains, for security purposes.
Proposed by Councillor Nelson and seconded by Councillor Turnbull.

Fin. 12 **ALLOTMENT FINANCE REPORT**

The Allotment Finance report was presented to the Finance Committee. The report had previously been discussed at the Allotment Committee meeting with the following recommendations.

- The allotment rents to go up. The increase would be from February 2026 as one years notice has to be given to tenants
- An Allotment Finance report to be presented at the September meeting.
- Separate budget – for tree works and asbestos removal to come out of Central Fund

RESOLVED: To recommend that the above recommendations from the Allotment Committee are to be implemented.
Proposed by Councillor Nelson and seconded by Councillor Turnbull

The water charges for the allotment sites were also discussed.

RESOLED: To recommend making enquiries to see if other Town and Parish Councils with allotment sites charge tenants for water.

The meeting closed at 8.40 pm

Signed .....

Date .....