BRANDON & BYSHOTTLES PARISH COUNCIL
MINUTES OF THE FINANCE COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS,
6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM
ON WEDNESDAY 2ND MARCH 2022, AT 7.00 PM

PRESENT

Councillor Mrs Bonner (in the Chair)
and Councillors Bonner, Grantham, Hindmarch, Jamieson, Mrs Nelson, Nelson, Turnbull and Mrs Wharton

Fin. 33 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

Fin. 34 **APOLOGIES FOR ABSENCE**

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

RESOLVED: To receive the apologies.

Fin. 35 **ACCOUNT BALANCES AT 31ST JANUARY 2022**

Approval was requested for the account balances as at 31st January 2022 and Bank Reconciliation December 2021 and January 2022.

RESOLVED: To recommend approval of the balances at 31st January 2022 and Bank Reconciliations December 2021 and January 2022.
Proposed by Councillor Grantham and seconded by Councillor Bonner.

Fin. 36 **ESTIMATES/ ACTUALS AS AT 31ST JANUARY 2022**

Approval was requested for estimates / actuals as at 31st January 2022.
The Clerk notified the meeting that due to the recent storms a number of allotment fences had been repaired / replaced, consequently resulting in the increase in Allotment Expenses.

RESOLVED: To recommend approval of the estimates / actuals at 31st January 2022.
Proposed by Councillor Grantham and seconded by Councillor Mrs Nelson.

Fin. 37 **WARD ESTIMATES/ ACTUALS AS AT 31ST JANUARY 2022**

Approval was requested for ward estimates / actuals as at 31st January 2022.
It was mentioned that one of Ushaw Moor allotment sites had received two skips in one financial year.

RESOLVED: To recommend that the Responsible Financial Officer checks to see if two skips had been utilised and if so to amend the ward estimates.
:To recommend approval of the ward estimates / actuals at 31st January 2022.
Proposed by Councillor Grantham and seconded by Councillor Bonner.

Fin. 38 **REVIEW OF FINANCIAL REGULATIONS**

The meeting considered the Financial Regulations and it was agreed:-

RESOLVED: To recommend approval of the Financial Regulations.
:To recommend including the following to the list of Contractors:
Shred-It, Cathedral Hygiene and Vision ICT.
Proposed by Councillor Hindmarch and seconded by Councillor Jamieson.

Fin. 39 **REVIEW OF RISK ASSESSMENT AND INSURANCE**

The Committee considered the annual risk assessment and insurance cover.
The Responsible Financial Officer notified the meeting that the 2 new laptops required adding onto the Insurance cover. Also that there was only 1 Miners Coal Tub on the documents received from the Insurance Company.

RESOLVED: To recommend adding the following to the Insurance cover:

- 1 Miners Coal tub at Broompark, Ushaw Moor
- 2 Laptops

: To recommend approval of the Risk Assessment.
Proposed by Councillor Grantham and seconded by Councillor Mrs Nelson.

Fin. 40 **CALENDAR OF MEETINGS**

RESOLVED: To recommend that the January 2023 meeting be rescheduled depending on when the figures are received from Durham County Council.
To recommend approval of the following calendar of meetings:

Wednesday	1st June 2022	7pm
Wednesday	7th September 2022	7pm
Wednesday	4th January 2023	7pm
Wednesday	1st March 2023	7pm

Proposed by Councillor Nelson and seconded by Councillor Grantham.

The Chairman agreed to include the following:

Fin. 41 **NATIONAL SALARY AWARD 2021-22**

Discussion took place that the National Joint Council for local government service, had agreed the new rate of pay to employees (1.75%) from 1st April 2021. It was suggested paying employees before any Government increases in April 2022 occurred.

RESOLVED: To recommend paying the increase of 1.75% to employees immediately.

The meeting closed at 7.20pm

Signed ..Carol Bond.....

Date .....18/3/22.....