

Chair of the Committee:
Cllr Stephen Ashfield
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High Shincliffe
Sherburn House
Shincliffe Village

Shincliffe
Parish Council

Clerk:
Richard Ormerod
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**Minutes of the Meeting of the Finance Committee of Shincliffe Parish Council
held on Thursday 10 November 2022 at 6pm in St Mary's Church Hall, Shincliffe
Village**

1	Record of attendance: Councillors Stephen Ashfield (in the Chair), Michael Banks, Ann Callaghan & Bill Clatworthy. Also present: Richard Ormerod (Clerk).
2	Apologies for absence: Apologies were received from Cllr Brian Fairlamb.
3	Minutes of the meeting of the Finance Committee held on 8 September 2022: <i>These were agreed as a correct record.</i>
4	Declarations of interest and dispensation requests: Cllr Banks declared an interest in item 9.
5	Update on financial position: The Clerk gave a report. At the last bank reconciliation the council had £30,646.19 in its current account and £13,857.67 in its reserve account. <i>It was agreed that the financial position be noted.</i> Members requested that at future meetings they receive a list of payments made since the last bank reconciliation. <i>This was agreed.</i> <i>It was agreed that future reports be broken down into payment periods.</i> <i>It was agreed that the Clerk contact the suppliers of the Jubilee plate for the play park noticeboard as it had not arrived.</i>
6	First draft of 2023-24 budget for discussion: A discussion took place. Topics included the parish survey, electric vehicle charging points and traffic measures. It was noted that some budget provision will need to be made for the Parish Resilience Forum. <i>It was agreed that members consider the draft and bring proposals to a further meeting of the committee in December 2022.</i> <i>It was agreed to recommend to council that play park inspections be given a separate cost code in future budgets.</i> <i>It was agreed to recommend to council that a separate cost code be reintroduced in future budgets for footpaths, foliage and hedging so that the parish council can carry out quick fixes without waiting for Durham County Council.</i> <i>It was agreed that the Chair of the committee look into prices and providers of EV charging points.</i>

	<i>It was agreed that the Clerk attempt find out which trees in the parish the council has responsibility for.</i> <i>It was agreed that the Clerk attempt find out from the Land Registry exactly which land in the parish the council has responsibility for.</i> <i>It was agreed that the Clerk be authorised to spend up to £150 on the purchase of an external hard drive on which to store archive information from the council's laptop computer.</i>
7	Review of Financial Regulations: It was noted that these will need to be reviewed by May 2023. <i>It was agreed that Cllr Callaghan prepare a summary of the current document for members' easy reference.</i>
8	Agreement on salary award for 2022-23: The council had received correspondence from the National Association of Local Councils containing notification of the Local Government Association's agreement on new pay scales for 2022-23. It was noted that NALC's advice is that these should be retrospectively applied from 1 April 2022. <i>It was agreed to apply the new pay scales to the Clerk, retrospectively applied from 1 April 2022 (proposed by Cllr Banks, seconded by Cllr Callaghan).</i>
9	Investing of reserves: A discussion took place on potential opportunities for investment, including the Local Authorities' Property Fund offered by CCLA Management Investment. <i>Cllr Banks left the meeting.</i> A discussion took place on the possible purchase of land in the parish.
10	Grant applications: <i>Cllr Banks rejoined the meeting.</i> The Chair updated the committee on the application for AAP funding for the Shincliffe Village play park access feasibility study.
11	Financial implications of the King's coronation: The consensus was that the parish should be a facilitator of celebrations, bringing in other local groups to do the informal planning. <i>It was agreed to recommend to council that celebrations for the coronation be given a separate cost code in the 2023-24 budget.</i>
12	Other business: None.
13	Date and time of next meeting: <i>The next meeting of the Finance Committee will be held on Thursday 8 December 2022.</i>

Signed as a correct record:

Date: