

**Minutes of Shevington Parish Council
Finance Committee Meeting
Held Wednesday 5 June 2024
7:40pm - The Community Centre at Vicarage Lane Fields**

Present: Cllr Jessica Diggle (Vice Chairman), Cllrs Michael Grimes and Helen Thompson
One member of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

1. Apologies

Cllrs Mike Crosby, John Whiteley, Janet Brown, Chris Horridge and Bill McKnight

2. Declaration of Interests

None

3. Minutes of the Last Finance Committee Meeting (6 March 2024)

Resolved: The Minutes of the Finance Committee meeting held on 6 March 2024 were approved as a true and correct record.

4. Opening Reserves

A previously circulated paper explaining the breakdown of the opening reserves for 2024-25 and the history behind their creation was presented.

Resolved: The Opening Reserves 2024-25 were accepted and recommended for approval.

5. Quarterly Budget Monitoring

The budget monitoring report was received and discussed. Most cost centres were on line. Two virements were proposed to cover potential overspends resulting from timing differences in relation to the movement in funds. Reasons behind the timing differences were explained.

The 'Financial Aid' cost centre was showing a significant overspend (£727) because two grants awarded in 2023-24 - ((i) £50 to the Hospice Shop for its Breast Cancer Awareness Day and (ii) £1,620 to Shevington Fete - were only paid to the recipients in 2024-25.

Resolved: The Committee approved a virement of £1,670 from the 'Contingency' cost centre to the 'Financial Aid' cost centre to restore the initial value of the cost centre. This would reduce the 'Contingency' cost centre to £3,317.

£535 in allotment plot rents had been received during April and May. The active 'Allotments' cost centre was funded by income from plot rents. The 2024-25 cost centre consisted of a

combination of £939 from the 2023-24 Allotments Reserve, £535 from the 2024-25 Allotments Reserve (built up from plot rents received in April and May) and £393 from the 2024-25 General Reserve. The £393 would need to be repaid to the General Reserve as more plot rents were received.

Resolved: Virements of £535 from the 2024-25 Allotments Reserve and £393 from the 2024-25 General Reserve to the active 'Allotments' cost centre were approved retrospectively.

6. New Financial Regulations

Proposed new Financial Regulations adapted from a model document recently published by the National Association of Local Councils had been previously circulated and were discussed.

Resolved: The Committee recommended the proposed Financial Regulations 2024 to the Full Council for adoption.

7. Best Kept Allotment

Each year the Parish Council awarded a prize of £40 for the Best Kept Allotment at Forest Fold. Judging was organised by Shevington Gardening Club, who invited independent judges to assess the allotments. The Committee considered whether this should go ahead in 2024.

Resolved: The Committee approved the award of a prize of £40 for the best kept allotment.

8. Review of H&S Risk Assessments

The H&S risk assessments were reviewed and discussed.

Resolved: The H&S risk assessments were accepted and approved.

9. Financial Aid Applications

None

10. Financial Aid Applications

None

11. Dates of Next Meetings

26 June (Council); Week of 5 August (Annual Inspection of Property)

There being no further business, the meeting closed at 8pm.

Chairman