

ACCOUNT	LEVEL OF FUNDS HELD @ 30.10.2021	LEVEL OF FUNDS HELD @ 06.10.2022	TYPE OF ACCOUNT
CURRENT ACCOUNT	£27,772.95	32,039.06	Current Account
BMM ACCOUNT	£71,451.24	61,431.66	Instant access savings account
MONEY MANAGER	£50,551.94	50,708.65	3 month Money Market earmarked see Capital Budget notes
CEMETERY	£62,934.29	63,102.87	6 month Money Market earmarked see Capital Budget notes
S137	£30,235.99	30,740.24	restricted as per funding conditions <sup>1</sup> <sup>2</sup> £27,483.43 Path for Everyone
SPORTSFIELD ACCOUNT	£9,564.26	6720.28	designated for Sports field

**PRECEPT**

2018/19	2019/20	2020/21	2021/22	2022/23	2023/24 DRAFT
£73,500	£73,500	£74,000	£74,000	£74,000	£79,400

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- 1 The Local Government Act 1972 section 137 makes provision for Parish Councils to incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants. The total annual amount is a 'resident rate' times the number of residents on the Parish Electoral roll. For the purpose of Section 137(4)(a) of the Local Government Act 1972 for local councils in England the 'resident rate' for 2018/19 is £7.86.
- 2 Funds held in Town Council account 31430734 in accordance with Section 139(1)(b) of the Local Government Act 1972, states ...a local council may accept, hold and administer, for the benefit of the inhabitants of the area or some part of it, gifts made for that purpose.

Code		Expenditure for financial year (2021/22)	Budget for financial year (2022/2023)	Expenditure at 30.09.2022	Forecast expenditure to 31.03.2022	DRAFT budget for financial year (2023/2024)
	<b>GRANTS - TOTAL</b>	<b>8175</b>	<b>8000</b>			<b>8000</b>
1 & 99	General incl. S137	5175	5000	4043	5000[1] <sup>3</sup>	5000
2	All Saints (S214)	3000	3000	3000	3000	3000
	<b>SERVICES - TOTAL</b>		<b>22500</b>			<b>23500</b>
3	Street lights	2557	3000	6472[2] <sup>4</sup>	7000 (500 maintenance)	3000
5	Christmas	N/A all expenditure offset against receipted donation	200	N/A	N/A	0
6	Manor Vale	1113	2000	1306[3] <sup>5</sup>	2000	2000
7	Play Areas	4715[4] <sup>6</sup>	2000	765	2000	2000
8	Moorside Room	4351[5] <sup>7</sup>	800	776	1750[6] <sup>8</sup>	800

<sup>3</sup> + continued financial support of Ryedale Community Foodbank (minute 22088)

<sup>4</sup> One off expenditure £4320 to supply & fit commando sockets for Christmas lights – offset against donation received

<sup>5</sup> One off expenditure £540 – dismantle ash tree 50% offset against contribution received

<sup>6</sup> One off expenditure: £1626 costs to rebuild boardwalk at Ryedale View play area  
£1328 repairs to Playdale equipment at Old Road

<sup>7</sup> £858 remedial repairs to windows and notice board  
£1209 installation of water heaters and fixing leak

<sup>8</sup> Running costs offset by income from hire ~ 1000

Code		Expenditure for financial year (2021/22)	Budget for financial year (2022/2023)	Expenditure at 30.09.2022	Forecast expenditure to 31.03.2022	DRAFT budget for financial year (2023/2024)
	Running Costs				(103 water + 850 electric Q3 & Q4)	
9	Street Furniture	6025[7] <sup>9</sup>	1000	785	1000	1000
10	Grass, flowers etc	9664	10000[Ma8] <sup>10</sup>	2388[9] <sup>11</sup>	12000 (+7000 verge cutting, + 2000 In Bloom)	11000
11 & 13	Public Information, Wifi, website & associated costs & Publications	2861	2500	1274	2750	2750
12	Clocks	694[Ma10] <sup>12</sup>	200	200	200[11] <sup>13</sup>	200
108	Sports field Maintenance & repairs[Ma12] <sup>14</sup>	195	800	642[13] <sup>15</sup>	850	800

<sup>9</sup> £4744 refurbishment of public seats, purchase of bench and tree planters offset against CIL and S106 – Minute 21056 + 21058

<sup>10</sup> Incl. £2000 In Bloom planting & watering costs

<sup>11</sup> One off expenditure of £1000 to fell weeping ash in churchyard

<sup>12</sup> £494 3 year service agreement charges + £200 2021 clock winding honorarium (due in January each year, paid July 2021)

<sup>13</sup> £200 2023 Clock winding honorarium only, no service charges until next 3 year term in 2024

<sup>14</sup> Mower Service & pitch spraying in accordance with licence conditions

Code		Expenditure for financial year (2021/22)	Budget for financial year (2022/2023)	Expenditure at 30.09.2022	Forecast expenditure to 31.03.2022	DRAFT budget for financial year (2023/2024)
	<b>OVERHEADS - TOTAL</b>		<b>40100</b>			<b>41700</b>
16	Staff Costs	31077	30000	12918	31085	31200
17	Office Costs	4087	3900	2569	3900	3900
18	Training	130	200	175	200	200
20	Subscriptions & Membership	978	1100	333	1500[14] <sup>16</sup>	1500
30	Development of Manor Vale, Play Areas and Sports Field	11196[Ma15] <sup>17</sup>	2000	7821[16] <sup>18</sup>	2000	2000
36 & 39	Bank charges & Book keeping	2675	2900	1258	2900	2900

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<sup>15</sup> Installation of water meters

<sup>16</sup> YLCA £770, ALCC £50, SLCC £215, Yorkshire Post £412

<sup>17</sup> One off expenditure: £4985 JBA Consulting NFM Assessment - to be offset against receipt of CIL  
£5371 = 50% deposit for replacement play equipment

<sup>18</sup> £7170 offset against other income: £4909 replacement play equipment: £2261 – tree planters and refurbishment - S106/CIL

Code		Expenditure for financial year (2021/22)	Budget for financial year (2022/2023)	Expenditure at 30.09.2022	Forecast expenditure to 31.03.2022	DRAFT budget for financial year (2023/2024)
	<b>COST OF EXISTENCE – TOTAL</b>		<b><u>3400</u></b>			<b><u>6200</u></b>
25	Insurance	2719	2800	0 - due November 2022	2800	5600 recommendation is to increase by 100%!!!!
26	Audit	567	600	577	577	600
			<b>BUDGET TOTAL 74000</b>			<b>BUDGET TOTAL 79400</b>

**PRECEPT**

2018/19	2019/20	2020/21	2021/22	2022/23	2023/24 DRAFT
£73,500	£73,500	£74,000	£74,000	£74,000	£79,400

## Financial Minutes

### Minutes of the Ordinary meeting dated 15 November 2021

#### 21121 Agenda item 6. Financial matters:

- i) The cost of training since the last meeting of the Council of £60 in respect of Part I and II Chairmanship Skills attended by Cllr Wells, was **reported**.
- ii) The report of accounts paid since the last meeting of the Council was **received** and payments **approved** according to the list provided
- iii) The Financial Summary to 31 October 2021 was **received**.
- iv) The following recommendations from the Finance Committee regarding the budget for 2022/23 were **received**:

To set the specific reserves as follows:

**£50,000** allocated to the cemetery fund

**£25,000** earmarked for development (including repairs) of the sportsfield, play area and skatepark.

**£20,000** allocated for specific reserves to include:

Staff sickness £5,000,

By-election provision £4,000

Manor Vale provision £6,000

Moorside Room provision £5,000

The level of general reserve should be retained at **£40,000**, on the basis that the general reserve is recommended to be at least half of the precept.

Budget for the financial year 2022/23:

Allocation of £3000 from the CIL monies in respect of development at Wainds Field Planning Application 18/01313/MFUL for costs associated with the Queen's Platinum Jubilee in 2022

Set the 2022/23 precept at £74,000 and note that this is the same as for 2021/22 and there has only been one increase of £500 in the last 8 years. Maintaining this precept level still enables the Town Council to meet all service provision.

Cllr Brown commented that allocation of CIL funds to the Queen's Platinum Jubilee celebrations would not be appropriate as this money should be used to support development by funding infrastructure.

The Clerk confirmed that clarification will be sought from Ryedale District Council to determine the criteria for allocation of CIL funds prior to application, as necessary.

- v) The budget for 2022/23 was **agreed**.

Cllr Brown **objected** to the precept being determined before the Band D equivalent is received.

The Council **resolved** to set the precept at £74,000.

#### **Minutes of the Finance Committee meeting dated 9 November 2021**

**F21005** The Council's Asset Register was **reviewed**.

It was **noted** that the following items are to be added to the 2022/23 asset register and insurance schedule:

Street Furniture

- 'Moors Gateway Rotary' bench seat @ £795.00 (Minute 21058a,b,c)
- (Pending) 7no. Tree Planters @ £1659.00 (Minute 21058d,e,g))
- (Pending) 2no. bins @ £244.14 (Minute 21104)

Christmas Lights - (Pending) New Christmas lights @ £3,762.15 (Minute 21059)

It was **noted** that due to Covid-19 the Moorside Room and the Council Regalia had not yet been re-valued (Minute F19006). The Town Clerk will make arrangements for the valuations by appropriate qualified professionals and update the asset register and insurance schedules accordingly.

#### **F21006 CAPITAL BUDGET**

- a) It was **agreed** to recommend to set the specific reserves as follows:

**£50,000** allocated to the cemetery fund - the surplus of cemetery funds continue to be transferred into the cemetery account (Money Manager Account - 6 month investment term) at the end of each financial year.

**£25,000** earmarked for development (including repairs) of the sportsfield, play area and skatepark.

**£20,000** allocated for specific reserves to include:

- a. Staff sickness £5,000,
- b. By-election provision £4,000

- c. Manor Vale provision £6,000
- d. Moorside Room provision £5,000
- b) On the basis that the general reserve is recommended to be at least half of the precept the committee **agreed** to recommend that the level of general reserve should be retained at **£40,000**.

#### **F21007 REVENUE BUDGET**

The committee **received** the draft budget monitoring document and thanked the Town Clerk for preparation of the same.

The committee **agreed** to make recommendation to full council of the draft budget for the financial year 2022/23 to include allocation of £2000 from Code 10 to contribute to the costs associated with annual planting, installation and watering of the flowering baskets as requested by Kirkbymoorside In Bloom in 2019.

In accordance with the Financial Standing Orders authorisation of funds will be determined by full council upon receipt of application by the respective organisations and provision of relevant tender documents to ensure wherever possible the inclusion of local businesses/suppliers.

Additional expenditure associated with costs for the Queen's Platinum Jubilee celebrations in 2022 was considered and the Committee **agreed** to make recommendation to the Town Council to allocate £3000 from the CIL monies in respect of development at Wains Field Planning Application 18/01313/MFUL

It was **agreed** to make recommendation to the Town Council to set the 2022/23 precept at £74,000. It was **noted** that this is the same as for 2021/22 and there has only been one increase of £500 in the last 8 years. Maintaining this precept level still enables the Town Council to meet all service provision and facilitates commitment to the provision of grants and the additional cost requirements as detailed at a) above.

While minor fluctuations in the net position are anticipated, where the Council have incurred a more considerable overspend in certain cost codes this is accounted for by receipt of S106 or CIL money allocated specifically to that expenditure. The Committee agreed that a clear explanation of the Council's financial transactions should be included as a feature in The Moorsider to ensure that the electorate is well informed and assured of the Council's financial management/processes.



\*Minutes recording allocation of CIL funds and S106:

**Minutes of a meeting of the Kirkbymoorside Town Council held at Church House on Monday 19 July 2021 at 7.30pm**

**21056** Agenda item 8. S106 and Community Infrastructure Levy (CIL)

- a) The availability of £2,287.00 in Section 106 funds associated with 'Westfield Mews' - Planning Application 01/00028/FUL Erection of 18 no. three bedroomed dwellings and 13 no. two bedroomed flats with associated parking and access at West End Garage, Westfields was **noted**.
- b) The closing date for funding applications for S106 funds of 3 September 2021 was **noted**.
- c) The CIL payment of £408.00 in respect of development at 6 Market Place Planning Application 17/00101/FUL | Change of use and alterations to existing two-bedroom apartment, attached outbuilding and rear section of retail units to form a total of 3no. one-bedroom apartments, 2no. two-bedroom apartments and 1no. ground floor retail unit following demolition of existing extension to north-west elevation | 6 Market Place Kirkbymoorside YO62 6DB was **noted**.
- d) The CIL payment of £32,958.75 in respect of development at Wains Field Planning Application 18/01313/MFUL, which will be paid in four instalments of £8,239.68 in August 2021, November 2021, February 2022 and August 2022, was **noted**.

**21057** Agenda item 9. Flood risk management at Kirby Mills and Keldholme

Cllr Holroyd summarised the necessity for a full hydrological review of the catchment of the River Dove explaining that, at the request of residents of Kirby Mills, affected by the flooding in January 2021, the Town Council had been liaising with the associated agencies involved in flood risk mitigation. A thorough report was commissioned by the Environment Agency in 2002 that catalogues a number of findings and recommendations, however, it is apparent that none of the recommendations have been actioned and the issue of flooding is ongoing. Whilst the data collated in the 2002 report is valid, the findings of a current report will have more impact identifying that the same issues are still affecting the area and there is a very real need for action. The advantage of a contemporary report is that it would answer, with expertise, how flooding is still affecting the area and provide up to date recommendations for flood mitigation options. This will be an authoritative document for presentation to the responsible agencies.

- 1. The proposal from JBA Consulting for a Natural Flood Management Feasibility Assessment of the River Dove upstream of Kirkbymoorside to provide potential flood mitigation options to the residents of Keldholme/Kirby Mills was **received**.
- 2. The cost of £4,985.00 (+ VAT) for the assessment, for presentation to appropriate authorities in support of efforts to initiate satisfactory action was considered. Cllr Holroyd proposed allocation of funds from the CIL payment of £32,958.75 in respect of development at Wains Field. **Agreed**.

Cllr Dowie proposed to extend the scope of the report to include Manor Vale so that the entire Kirkbymoorside catchment is assessed. **Agreed.**

Cllr Shipley proposed that details of the water/sewage pipe network throughout Kirkbymoorside would be very useful, particularly when considering planning applications and determining the affect that any further development will have on the town's drainage. The clerk will make enquiries.

The clerk confirmed that Yorkshire Water technicians attended Kirkby Mills on 16 July 2021 to carry out CCTV of the length of pipe to the outlet at the River Dove.

**21058** Agenda item 10. Street furniture

- It was **noted** that the street furniture licence has been issued by NYCC Highway Authority for the installation of a bench outside 7 Market Place.
- The costs associated with purchase of a 6ft wooden bench: £695.00 (+ VAT); £80.00 - £100.00 (+ VAT) engraving and £40.00 installation charge were **noted**.
- The request from Moors Gateway Rotary to donate the cost of a 6ft wooden bench (including installation) engraved with "Moors Gateway Rotary" to the Town Council was **accepted** with thanks.
- A request for the installation of a tree planter outside 24 and 26 Market Place was considered and application to NYCC Highway Authority for a street furniture licence agreed. Cllr Dowie proposed that the street furniture licence application also include planters on the cobbled area outside Peter Illingworth Estate Agents at 16 Market Place (with permission of the Memorial Hall Committee), and the pavement outside 25 Market Place (former Post Office). **Agreed.**
- The allocation of funds from the initial CIL payment of £8,239.68, in respect of development at Wains Field Planning Application 18/01313/MFUL, to cover the cost of purchase and installation of tree planters was **agreed**.
- The audit of Town Council benches and seats was **received**. Enquires will be made to determine ownership and responsibility of the memorial seat as mentioned in the public session. Cllr Holroyd thanked the clerk for carrying out the assessment and producing the report.
- It was **agreed** to make application for the S106 funds associated with 'Westfield Mews' to cover the cost of the programme of refurbishment of street furniture.
- It was **agreed** to allocate the £408.00 CIL payment in respect of development at 6 Market Place Planning Application 17/00101/FUL to cover the cost of refurbishment of the three benches on Market Place.

**Minute of a meeting of the Kirkbymoorside Town Council held at Church House on Monday 17 January 2022 at 7.30pm**

**21145** Agenda item 9. Old Road play area

Information on proposed replacement equipment at Old Road play area at a cost of £10,742.85 + VAT was **received**. The proposal detailed replacement of the existing 'Cantilever swing' and 'Junior swings' (which have been identified as needing replacement in 2022 by the annual play inspection report) with an 'Aero Tilt' and a 'Team Swing seat'. The town clerk explained that information provided by the play specialists confirmed that utilising the existing play surfacing would be the most cost effective solution, saving on the cost of ground prep and full surfacing, in the region of £5-6k.

The allocation of CIL funds associated with development at Wainds Field Planning Application 18/01313/MFUL to cover the cost of replacement play equipment was **agreed**.

**Minute of a meeting of the Kirkbymoorside Town Council held at Church House on Monday 21 February 2022 at 7.30pm**

**21166** Agenda item 8. Street furniture

- a. The cost of purchasing a replacement notice board on Market Place was **considered** and Quotation A, £4,100 + VAT (supply only) **agreed**.
- b. Allocation of Community Infrastructure Levy funds from application 17/00849/FUL (£1530.00), and the balance of expenditure from cost code 5 to cover the costs associated with purchase and installation of the new notice board was **agreed**.
- c. It was **noted** that Phase One of the programme to refurbish the public benches and seats has been completed and Phase Two is in progress (pursuant to minutes 21058 and 21126).
- d. It was **noted** that arrangements are in progress with RV Roger Ltd for the planting of the tree planters to be installed on Market Place, with an estimated installation in April/early May, dependent on weather (pursuant to minutes 21058 and 21122).

Lisa Bolland  
RFO & Town Clerk  
6 October 2022