

Kirkbymoorside Town Council

Information for the meeting on Monday 20 May 2024

11. Financial matters

- a. To report accounts paid since the last meeting of the Council and to approve cheque payments according to the list provided

Description	Supplier	Total
To cover cost of room hire	Ryedale Community Foodbank	150.00
Office Monthly Licence Fee	Friends of Kirkbymoorside Library	130.00
Sports field Electric Bill - 20/02-25/03/24	British Gas	90.26
Office line rental & Broadband	Zen	56.86
Public Wi-Fi	Welcoms	72.39
Purchase of Postage Stamps	Post Office	35.20
Bank Charges	HSBC	30.00
Sports field Gas Bill - 31/12/23- 31/03/24	Total Energies	1,236.29
2023 Manor Vale Woodland grass cutting & Maintenance Contract	P&A Gospel	600.00
2023 Play Areas Grass Cutting & Maintenance Contract	P&A Gospel	1,220.00
2024 CCTV Monitoring	North Yorkshire Council	600.00
2023 Grass cutting around all public benches	P&A Gospel	45.00
223 Cemetery Grass Cutting & Maintenance Contract	P&A Gospel	1,200.00
223 Sports field hedge cutting & perimeter grass cutting	P&A Gospel	510.00
Replacement Laptop, File Transfer, Ink Cartridge	JRA Services	606.00
Christmas Light Hire - Contract Extension Year 1 of 3 2024	Blachere Illumination	2,959.46
Moorside Room - Feb, March, April 24 Window Cleaning	John Mathers	37.5
Wildflower Friendly Verges Signs	HPE Print	300.00
Payroll Services QE March 24	Smailes Goldie Watson Limited	207.60
PAYE/NI - Month 2	HMRC	585.95
	Total	12,934.52

- b. To receive the Financial Summary to 30 April 2024

- c. To record changes to the bank Mandate for Local Authority

- d. To note revisions by National Association of Local Councils and The Parkinson Partnership (financial adviser for local councils) to the 2019 NALC model Financial Regulations

NALC REVISED MODEL FINANCIAL REGULATIONS

The National Association of Local Councils and The Parkinson Partnership (financial adviser for local councils) have revised the 2019 NALC model Financial Regulations. The work has been ongoing since Autumn 2023, and the revised version has been provided to YLCA members.

It is very important to read the opening notes on pages 1 and 2 as they provide initial guidance to help a council tailor the Regulations to its own needs.

If the Council has resolved to adopt the NALC model, the resolution remains current. It should now note in its minutes that it has adopted the revised model regulations, and work through the document to adapt it to suit the council's size and structure.

The parts in bold text reflect legislative provisions and need to be retained and complied with by all councils no matter what their size.

- e. To consider adoption of the revised model regulations

- f. **To note the increase in rent for the Town Council Office in Church House from £130 to £150 per month, effective from 1 April 2024**

The Church House office space has been leased to Kirbymoorside Town Council at £130 per month for the past 8 years. Kirbymoorside Community library believe that an increase to £150 per month, in line with its own increased costs is a reasonable rate to charge effective from April 1st 2024.

Notice dated 7 February 2024

- g. **To note the increase to the cost of meeting room hire in Church House from £10 to £12.50 per hour, effective from 1 April 2024**

Kirbymoorside Community library have simplified the pricing structure for room hire by including the fuel supplement in the price. As a result, effective from April 1st 2024, the rate for meeting room hire will be £12.50 per hour.

Notice dated 7 February 2024

14. **To note the contract for servicing of the town clock is due for renewal and consider renewal of the 3 year term contract at a cost of £560 + VAT or annual payments of £190 + VAT subject to inflation**

Subject: All Saints' clock service

To whom it may concern

I am emailing as the clock service is upcoming.

You were previously on a term contract for 3 years, this is expiring before the next service is due. I am pleased to be able to offer a renewal for the contract including this years' service, at £560 net for 3 services in 2024, 2025 and 2026. If you would like to pay for the services annually, the cost would be £190 net but subject to an annual increase year on year.

Stas Tyszczyk Smith

Finance and Systems Analyst

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15. **Grant Policy and Applications**

- a. **To receive the revised Grant policy in draft and consider any changes**

Extract of Minute 23231 of the Ordinary Town Council meeting dated 15 April 2024:

23231 The Grant policy was **reviewed**. The following considerations were **agreed**:

- i. The Town Council encourages applications not exceeding 10% of the budget, or £800, in order that it can support more local initiatives and wider community benefit.
- ii. The Grant Budget will be divided across two awarding periods with £4000 available for allocation between April and September and the remaining £4000 available for allocation from October to March. The Town Council may award funding outside of these timeframes, under extenuating circumstances.
- iii. Successful applicants will not be eligible to submit applications in the next successive financial year. Applications will be accepted again in the next but one financial year.

The revised Grant Policy will come into effect from April 2025 to allow a period of transition during the 2024/25 financial year. During the period of transition there will be some flexibility concerning the additional conditions, to allow groups to prepare for any adjustments to their financial

arrangements for the following financial year. Applicants will be notified of the revisions, specifically the addendum to condition 7. regarding frequency of applications.

The revised policy will be received at the meeting on 20 May 2024.

- b. **To note the sum of £8,000 available for allocation from the 2024/25 grant budget**
- c. **To review the contribution of £1,560 to Ryedale Community Foodbank (Minute 22208), being £30 per week for room hire**

Summary of resolutions in respect of financial support of the Ryedale Community Foodbank and the allocation of funds from the grant budget:

Extract of Minute 21190 of the Ordinary Town Council meeting dated 17 March 2022:

21190 Agenda item 14. Correspondence was **received** from Ryedale Community Foodbank (pursuant to minute 21135) and the cost of £468 to cover six months rent of the Kirkbymoorside Methodist Church Schoolroom, **considered**. Taking into account the forthcoming elections, it was **agreed** to contribute towards the cost of rent to 30 April, to coincide with the end of the current Council term. The newly elected council would need to consider ongoing support following elections in May 2022.

Extract of Minute 22050 of the Ordinary Town Council meeting dated 20 June 2022:

22050 Continued support of Ryedale Community Foodbank was considered and the cost of £468 to cover a further six months rent of the Kirkbymoorside Methodist Church Schoolroom **agreed**.

Extract of Minute 22086 of the Ordinary Town Council meeting dated 26 September 2022:

22086 Agenda item 7. Correspondence from Ryedale Community Foodbank was **received**.

- c. The cost of £18, being the shortfall of rent for the period from 01/09/22 to 30/10/22, due to the increase in hire charges, was **agreed**.
- d. Ongoing financial support to cover the cost of room hire at £20 per week, being £260 for the period from 31/10/22 to 29/01/23, was **agreed** by means of Standing Order to the Community Foodbank.

Extract of Minute 22208 of the Ordinary Town Council meeting dated 20 March 2023:

22208 Agenda item 7. Correspondence from Ryedale Community Foodbank was **received** and the increased cost of rent of the Kirkbymoorside Methodist Church Schoolroom from £20 per week to £30 **considered**. Cllr Wells proposed a revision to the Standing Order to £30 to facilitate continued financial support of the project, as agreed at Minute 22086 dated 26.09.2023, the funds to be treated as a grant, noting the condition that grants may only be awarded to a group once per year. **Agreed**.

- 17. **To receive a report on progress of the River Dove Natural Flood Management Project to the end of year one**

A quick update on scheme progress at the end of Year 1:

Since the last update the project has submitted its full business case and now received technical and financial approval for £266k total project value and delivery of the complete project. The team have been working further with a consultant and the River Restoration Centre, to progress detailed design work for the 2 larger floodplain reconnection opportunities at two key sites along the River Dove. Landowner engagement in the upper catchment has also continued positively with around 13 farms now visited and around 6 more planned over the coming months. The potential measures identified to date mean we are close to the minimum target for flood storage (at least 11,000m³) and environmental outcomes in terms of habitat; measures which are tailored to the needs and situation of each farm. Ongoing discussion with the 'Moors to Restore' peatland restoration project should also provide the project with further

opportunity for NFM measures that complement the moorland objectives as well as this project. A soil health event is being planned for the 4th of June with a targeted group of farmers with an interest and supported by a specialist consultant. It is intended that this will lead to a plan of measures being agreed, including soil aeration, that supports further retention of water within the landscape that reduces flood risk downstream, increases drought resilience and improves grass yield for farmers. Collaboration with the North York Moors National Park is instrumental in the widest possible delivery of shared outcomes and a catchment wide bid to the Farming in Protected Landscapes fund is to be discussed, to encourage further investment in nature-based outcomes that work for farmers and landowners alongside this project. Delivery of the first NFM measures is due to commence in the next few months including some flood attenuation bunds, fencing and buffer strips. These measures are aimed at building momentum for full delivery of the scheme as the 2024/25 financial year progresses.

Joe Allan

Flood and Coastal Risk Management Advisor

North Yorkshire, Partnership & Strategic Overview Team

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