



## KIRKBYMOORSIDE TOWN COUNCIL

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### **Minutes of the Finance Committee Meeting held on Thursday 6<sup>th</sup> October 2016 at 2pm in the Moorside Room, 9 Church Street, Kirkbymoorside.**

**Present:** Councillors A Ashworth, J Coughlan, and C Dowie.

**Also present:** L Bolland, Town Clerk

Cllr Ashworth was appointed as Chair and welcomed all present.

#### **F16001 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Brampton and Watson.

#### **F16002 DECLARATIONS OF INTEREST**

Cllr Dowie expressed an interest in agenda item 11 as Chair of the Library Steering Committee

#### **F16003 Minutes and Matters Arising**

The minutes of the Finance Committee meeting held on 3rd March 2016 were **received** and **signed**.

There were no matters arising.

#### **F16004 Public Session**

There were no members of the public present.

#### **F16005 Councillors' Audit**

It was **noted** that a review of the monthly financial reports, business continuity and the risk assessments have been carried out for quarters 1 & 2. It was agreed to recommend to full Council that the PAYE description be revised to 'PAYE, NIC & ENI'.

#### **F16006 The Council's Asset Register was reviewed and approved with no changes.**

#### **F16007** The running costs of The Moorside Room were assessed by reviewing the income and expenditure to date. The Committee are pleased to see a variety of organisations using the Moorside Room. The clerk reported good use of the room by local groups and charities on Wednesdays for fund raising activities as per the resolution of the Town Council (Minute 14104 dated 20 October 2014). The committee are happy with the running costs and pleased with the income to date. Suggestions were made on how to publicise the venue further and the possibility of advertising. The clerk agreed to gather information in this respect for the full councils' consideration.

**F16008** It was **noted** that C W Strickland & Son Ltd propose to charge for the PATT Testing and electrical installation of the Christmas lights, previously provided at no charge as a service to the community. It was agreed to make recommendation to the Council that additional quotations be obtained from local electricians for consideration by the full council.

**F16009 CAPITAL BUDGET**

- a. On the basis that the general reserve is recommended to be at least half of the precept it was **agreed** that the level of general reserve should be retained at £40,000.
- b. It was **agreed** that there should be no change to the previously set specific reserves as follows:

£20,000 allocated for specific reserves to include:

- Staff sickness £5,000,
- By-election provision £4,000
- Manor Vale provision £6,000

£55,000 allocated for streetlights

£40,000 for the cemetery fund - the surplus of cemetery funds will be moved into the cemetery account at the end of each financial year.

**F16010 REVENUE BUDGET**

- a. The committee considered a draft budget for the financial year 2017/18 and considered the following recommendations (revisions to the 2016/17 budget):
  - i. a reduction of £500 from the All Saints grant budget (to £2000) would accommodate an increase in the Christmas budget to £1000 to account for the introduction of charges for PAT testing and electrical installation of the town Christmas lights.
  - ii. an increase to £2000 for public information to accommodate all costs relating to public information, including websites (provision and maintenance).
  - iii. an increase to £1500 for Street furniture to account for the annual cost of £1000 for the VAS (Vehicle Activated Sign) unit to 2019.

Additionally it was suggested that ongoing storage charges would be avoided if the Town Council purchased a storage container to be sited at the Sportsfield.

It was **agreed** that the draft 2017/18 budget and associated considerations would be recommended to the full council.

- b. The Committee noted the absence of any grant funding from Ryedale District Council and it was **agreed** to recommend to full Council that the precept remain as £73,500. It was noted that, once again, despite continued reduction of support from RDC and NYCC, and for the fourth year the Town Council have retained the same precept whilst not compromising on service provision. Thanks were expressed to the clerk for her efforts in making this achievable. It is worth noting that the current precept exhibits a total tax charge of £24,500 per annum less than 6 years ago.

**F16011** Information was received from Cllr Dowie with regards to progress to date and ongoing intentions of the Library Steering Committee. Cllrs Ashwoth and Coughlan

agreed that the cash flow forecast to April 2018 has been very thoroughly considered and the document prepared with great diligence. This sets a precedent for the level of efficiency and commitment that the library will be run by the Steering Committee and volunteer members. All involved in this project should be commended for their efforts.

- F16012** The date of the next meeting will be 23 February 2017. There will not be a Finance Committee meeting on 3<sup>rd</sup> November, as per the 2016/17 Schedule of Meetings, as all matters have been addressed.

The meeting closed at 3.15pm.

**Signed.....Chairman**

**Date.....**