



KIRKBYMOORSIDE TOWN COUNCIL

Church House
7 High Market Place
Kirkbymoorside
YO62 6AT
Tel: 01751 432217

town.clerk@kirkbymoorsidetowncouncil.gov.uk

Minutes of the Finance Committee Meeting held on Thursday 24 November 2024 at 6pm at Church House, 7 High Market Place, Kirkbymoorside YO62 6AT.

Present: Councillors J Coughlan, C Dowie, A Moffat and S Woodhams.

Also present: L Bolland, Town Clerk

F24001 Agenda item 1. Apologies for absence

- a. All Committee members were present.
- b. There were no apologies for absence.

F24002 Agenda item 2. There were no Declarations of Interest in items on the agenda

F24003 Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Meeting held on 15 November 2024 were **approved** and **signed**.
- b. There were no matters arising.

F24004 Agenda item 4. Public Session

There were no members of the public present.

F24005 Agenda item 5. Completion of the Councillors' Audit for Q1 and Q2 on 29 October 2024 was **noted**.

F24006 Agenda item 6. The value of items on the Council's Register of Assets was **reviewed** with no revisions made.

F24007 Agenda item 7. Capital Budget

- a. Specific reserves were **considered**. Specific reserves must be held/earmarked for genuine and intended purposes, subject to annual review and justification. They should be separately identified to prevent query from internal and external auditors. Cllr Coughlan proposed the following allocation of specific reserves:
 - **£68,066.69** earmarked for expansion of the cemetery
 - **£51,109.95** earmarked for 'Path for Everyone' project ¹
 - **£6,262.21** earmarked for sports field
 - **£80,000** allocation to include: Staff sickness £5,000; By-election provision £4,000; Manor Vale provision £6,000; Moorside Room provision £10,000; development (including repairs) of the sportsfield, play area and skatepark £15,000.

¹ Funds held in Town Council account 31430734 in accordance with Section 139(1)(b) of the Local Government Act 1972
24.11.2024 Finance Committee meeting

Agreed.

Cllr Dowie referred to the works necessary to improve the Moorside Room (considerations at Minute 24115 dated 18 November 2024) and proposed the recommendation to full Council to allocate the £10,000 reserved funds earmarked for Moorside Room provision, to the project costs. **Agreed.**

Cllr Coughlan referred to the reserves earmarked for expansion of the cemetery and proposed investigations to determine the requirements for cemetery provision and procedures involved. **Agreed.**

- b. The level of general reserve required was **considered**. Cllr Coughlan proposed to retain the level of general reserve at £40,000² in line with recommendations for Smaller Authority's. **Agreed.**

F24008 Agenda item 8. Revenue Budget

- a. The budget for the financial year 2025/26 was **considered**.

Cllr Dowie referred to the cost of hedge cutting and the recommendation that reducing the intensity/frequency of hedge trimming by 1/3, and cutting about 10cm higher and wider than the previous cut, has been found to result in 2-3 times more berries for overwintering and an increased diversity of butterfly and moth species. This approach may also have financial implications that can be considered, where appropriate.

Cllr Coughlan proposed making recommendation to the full Council, for further consideration, the draft 2025/26 budget of £102,650. **Agreed.**

- b. The precept for 2025/26 was **considered**. Cllr Coughlan proposed to recommend to full Council to the budget requirement for 2025/26 of £102,650 as the amount required to meet the general expenses of the Town Council applying to the whole of the Kirkbymoorside, area. **Agreed.**

F24009 Agenda item 9. The committee **agreed** to make recommendation to set the 2025/26 precept of £102,650, subject to discussion by the full Council. **Agreed.**

The committee wished to record thanks to the clerk for preparation of the budget monitoring document and clear explanation of the Council's forecast financial commitments.

F24010 Agenda item 10. The date of the next meeting will be determined by the 2025/26 meeting schedule.

The meeting concluded at 6.40pm.

² JPAG (March 2020 edition) advises: "The generally accepted recommendation with regard to the appropriate minimum level of a Smaller Authority's General Reserve is that this should be maintained at between three (3) and twelve (12) months Net Revenue Expenditure (NRE)."