



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Finance Committee Meeting held on Thursday 15 October 2025 at 1pm in The Moorside Room, 9 Church Street, Kirkbymoorside YO62 6AZ.

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

Also present: L Bolland, Town Clerk

F25001 Apologies for absence - All Committee members were present

F25002 There were no Declarations of Interest in items on the agenda

F25003 The minutes of the meeting dated 24 November 2024, ratified at the Ordinary Town Council meeting dated 19 May 2025 were referenced, for information.

F25004 Public Session - to allow members of the public to make representations

There were no members of the public present.

F25005 Completion of the Councillors' Audit for Q1 and Q2 by Cllrs Moffat and Woodhams, with no matters raised, was **noted**.

F25006 The value of items on the Council's Register of Assets was reviewed with no revisions. Cllr Moffat commented on the inconsistency of nominal value applied to the Cemetery, Sports field, Manor Vale Woodland, and the Pound whilst a nil value (£0) is recorded against Old Road and Ryedale View play areas.

Cllr Coughlan similarly questioned the recorded value of the Mosaic tiles at Ryedale View.

Both matters will be queried with Smailes Goldie and information provided at the next appropriate meeting.

F25007 Revisions to the NJC rates of pay applicable from 1 April 2025 to 31 March 2026 were **noted**.

F25008 Capital Budget

- a. Specific 'earmarked' reserves were **considered**.

Earmarked reserves are funds set aside for specific projects, initiatives, or expenditures. These reserves allow the Town Council to allocate resources based on their priorities, such as improving infrastructure, investing in community projects, or purchasing new equipment.

The committee reviewed the reserves and justified the following intended purposes:

£14,000 Specific reserves to include: £4000 Staff sickness; £2000 By-election provision ¹ ; £2000 Manor Vale provision; £2000 Moorside Room provision; and £4000 sports field, play area and skatepark provision.

£45,000 earmarked for sports field development ² (of which £4000 ³ has been allocated to architects fees – in progress)

With reference to the project to replace the play equipment at Ryedale View play area, total cost £41,491.88 the clerk explained that the project would qualify for application, up to £20,000, from the National Lottery. The balance of project costs would require match funding. Cllr Dowie proposed the allocation of £21,491.88 from the funds held in account 907***** earmarked for expansion of the cemetery. The justification for this reassignment of reserves simply being that children in the community would immediately benefit from this use of funds, in the absence of the opportunity to use them for the afore assigned purpose of expanding the cemetery as no appropriate sites have been identified to date. **Agreed.**

The resultant allocation of reserves was **agreed**:

£49,414.37 earmarked for expansion of the cemetery

£21,491.88 earmarked for new play equipment at Ryedale view play area

£51,237.95 earmarked for 'Path for Everyone' project ⁴

Designation of account no 114***** for financial management of all transactions associated with the Vibrant & Sustainable High Streets Fund Phase II grant award was **noted**. Starting balance before receipt of VSHS funds £18,958.25.

- b. It was **agreed** to retain the level of general reserve of £40,000 in accordance with the generally accepted recommendation that Smaller Authorities maintain a General Reserve at between three (3) and twelve (12) months Net Revenue.

General reserves are funds held without any specific purpose, serving as a financial safety net for unforeseen expenses, emergencies, or fluctuations in revenue. These reserves help maintain stable finances and ensure the council can continue to deliver essential services, even during challenging circumstances.

F25009 Revenue Budget

- a. The budget for the financial year 2026/27 was considered with reference to forecast detailed in the Budget Monitoring Document. Cllr Coughlan proposed the addition of a modest annual £1250 budget for elections in order to accumulate the necessary funds for the expense of the scheduled elections (next in May 2027) which will be recharged to all parish councils by North Yorkshire Council. **Agreed.**

The budget requirements as detailed in the monitoring document, in addition to the contribution to election costs, were **agreed**. Cllr Coughlan proposed making recommendation to the full Council, for further consideration, the draft 2026/27 budget of £104,230. **Agreed.**

- b. The precept for 2026/27 was determined at £104,230.

¹ North Yorkshire Council Parish Election Recharges Policy September 2025

² Minute 23215 dated 18 March 2024 committing to 20% match funding of project costs of £222,000

³ Minute 24184 dated 17 February 2025

⁴ Funds held in Town Council account 314***** in accordance with Section 139(1)(b) of the Local Government Act 1972

F25010 The committee **agreed** to make recommendation summarily to revise the allocation of earmarked funds, to include the allocation of match funds to the Ryedale View play area project, and to set the 2026/27 precept of £104,230, subject to discussion by the full Council. **Agreed.**

F25011 The date of the next meeting to be confirmed.

The meeting concluded at 1.43pm