**Minutes of Finance Committee Meeting – 7th November 2023**

**Present:** Cllr A Parrington, Cllr M Woods, Cllr P Morris, Cllr W Cleaver and Clerk

1. **Apologies for Absence** –Cllr R Shepherd
2. **Matters Arising**
3. Review of Finance Documents - The Clerk had circulated the cash book, budget forecast and bank reconciliation up until 31st October. Cllr M Woods discussed the areas where there had been overspending and reasons for this to enable to full understanding of the financial situation. Both Salix loan payments had been paid for the financial year, but an unforeseen fault had occurred resulting in a added expense of £2,200. There was also further discussion over the Community Agents pay. As the funding was based on last years expenses it had reduced and so it was agreed that the council would increase the wage and pay the difference for the next year. This would then be reflected in the following years Community Agent Funding. It was agreed that an increase to £12.50 per hour was acceptable. There was a request to then separate the Community Agent salary/funding line on the Budget Forecast Sheet and the CA’s disbursements. This was agreed.
4. Precept – The Clerk had drawn up a first draft of the precept for 2024/25 with an increase of 7.6% based on this year’s estimated expenditure. The committee felt some areas of the precept needed dividing up more specifically. Admin would list as Salaries, Tax, Disbursements, Training and Admin. The committee felt that the area of donations could be reduced for the next year as the council was providing support in many other ways throughout the year to the community. The value for Toilets was also discussed and it was decided that due to the progression of Hwb Yr Orsedd, the toilet block wouldn’t need financial consideration in the new precept. Cllr M Woods suggested some reconsideration of the numbers was necessary before the precept could be presented to the full council in December. **Action – Clerk and Cllr Woods to go through Precept**
5. Community Donations – The window for donations had closed on 1st December and there had been 6 applications. The Clerk advised that there had been one extra donation enquiry after the closing date but hadn’t yet received the application form. The committee agreed to consider this still when the application came in. **Action – Clerk to chase application and circulate when received.** The committee consider all 6 donations and agreed suitable donation amounts based on financial details provided and reasons for the donations. Once the final application was received, this would be presented to the full council at November’s meeting.
6. Street Lighting Report – The Clerk had been sent a report from MEGA for the 3yearly visual inspection and 6yearly full test. The report had shown estimated costs to fix all damages/faults at approximately £4,500. She was awaiting further details on the time frame and priority for fixing these and this would almost certainly have an effect on the Precept. **Action – Clerk to update when information sent**
7. **Any Other Business**
8. The Clerk mentioned briefly an email had come through just before the meeting with the new salary scales for the Clerks pay. This would be circulated and taken to the next finance meeting to be discussed and then approved at the full council meeting.
9. The Clerk was to arrange another Finance meeting before the December council meeting to finalise the precept.

The meeting ended.