

MINUTES OF THE MEETING OF CRICH PARISH COUNCIL FINANCE COMMITTEE HELD VIA VIDEO CONFERENCE, ON MONDAY 18TH JANUARY 2021 AT 10.30AM

F001/21 **Present:** Cllrs: V Broom (Finance Chair), Cllr M Lane (Council Chair), M Baugh, R Walsh, P Yorke

In attendance: C Jennings - Parish Clerk

F002/21 **TO NOTE ABSENCE**

None

F003/21 **VARIATION OF ORDER OF BUSINESS**

It was not considered necessary to vary the order of business.

F004/21 **DECLARATION OF MEMBERS INTERESTS**

a) To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

b) To receive and approve requests for dispensation from members on matters in which they have a Disclosable Pecuniary Interest.

Personal Interests (not Pecuniary) declared:

None

F005/21 **PUBLIC SPEAKING**

a) A period of 15 minutes will be made available for members of the public and members of the Council to comment on any matter. *Speaking is limited to 3 minutes per person and is at the discretion of the Chair.*

None

b) If the Police Liaison Officer, a County or District Councillor is in attendance, they will be given the opportunity to raise any relevant matter.

None

BANK RECONCILIATION AND BALANCE SHEET

F006/21 **a) Bank Reconciliation**

Bank Reconciliation and copy of Bank Statement to confirm balance of £101,901.80, circulated with Agenda.

Resolved: Finance Chair confirmed and approved the Bank Reconciliation as at 31st December 2020. To be initialled at a later date

F007/21 **b) Balance sheet - summary of expenditure against budget 2020-21.**

Balance sheet circulated with Agenda. It was noted that all budget lines were within tolerances, with some that were underspent shortly expecting invoices for payment.

Resolved: Finance Chair confirmed and approved the Balance Sheet as at 31st December 2020. To be initialled at a later date.

F008/21 **GRANTS AND DONATIONS 2020/21**

The following statement had been added to the Grant Application form as agreed by Council:

*“In recognition of the current **exceptional times**, the Finance Committee may consider and make recommendations relating to grant applications received outside of the set criteria and Annual Grant Scheme deadline, at the Committee’s discretion – providing they do not contravene the rules of what Council is allowed to do under S137.”*

For 2020/21 the budget allocated to grants was £2,000 from which two grants had been paid: Pentrich & South Wingfield Revolution Group £150, Amber Valley First Responders £200. The Council had a balance of £1,650 in the grant budget.

Glebe Field Centre Management Committee had requested that their application for funding for a community questionnaire/survey be deferred to the next Meeting in April, when they should be in a position to provide supporting information. This would then fall into the next Financial Year of 2021/22.

The Grant Applications for 2020/21 had been circulated separately, along with the details of the criteria each application needed to meet. The Committee considered each application against the set criteria, also considering the additional discretion now afforded with regard to the ‘exception times’ statement approved by Council. From the applications that had come in, it was evident that the Council did not have sufficient grant budget to meet requests.

Resolved to recommend: The payment made to Amber Valley First Responders of £200 be reassigned to the Defibrillator Maintenance budget line, as the payment related to maintenance of the defibrillators. This would result in an extra £200 being available to allocate as grants.

Resolved to recommend: The matched funding being requested by Active Crich for Everyone (ACE) related to signage. The Council had a Capital Project budget line for signage, of which £500 to be reallocated to the grants budget.

Resolved: ACE had become part of Crich Patients' Participation Group, so the two applications for £500 to be considered as one application for £1,000.

Resolved: The following Grants be made for 2020/21:

Name	Amount	
Budget £2,000 + £500 from Capital Project – signage budget	£2,500	Total budget available for allocation
Pentrich & South Wingfield Revolution Group	£150	<i>Awarded under Coronavirus dispensation – already paid</i>
Whatstandwell & District WI	£100	
Crich Luncheon Club	£135	
Crich Fete	£475	
Crich Parish Well Dressings	£100	
Crich Careline	£185	
Fritchley Community Association (FCA)	£400	
Crich Patients' Participation Group/ Active Crich for Everyone (ACE)	£750	<i>£500 of this from Capital Projects – signage - budget line</i>
Derbyshire Toy Libraries	£200	
Total	£2,495	

Resolved to recommend: The grant of £750 recommended be paid to Crich Patients' Participation Group/Active Crich for Everyone (ACE) be given under the following terms and conditions:

- a) Crich Patients' Participation Group to decide how the grant of £750 be split between the two applications of £500 that they made, and to inform the Council of that decision.

- b) The amount allocated to ACE to only be used for the purpose of matched funding for the Information Lectern as detailed on the application form.
- c) The content and design of the Information Lectern to be submitted to the Parish Council for comment and approval. Will be required via e-mail a minimum of 10 days prior to the Full Council Meeting to be discussed at.
- d) The location of the Information Lectern to be discussed and agreed with the Parish Council prior to installation. Will be required via e-mail a minimum of 10 days prior to the Full Council Meeting to be discussed at.
- e) Planning permission for the Information Lectern to be the responsibility of Crich Patients' Participation Group.
- f) Any monies allocated to, but not spent on, the Information Lectern to be returned to the Parish Council.
- g) Failure to comply with these terms and conditions will render the grant allocated by Crich Patients' Participation Group to ACE for the Information Lectern to be forfeit and returnable to the Parish Council.

Resolved: The application paperwork for 2021/22 to make clear the limited budget the Parish Council has available for grants, and to ask groups to think of others and be mindful of this when making their applications.

F009/21 **CONFIDENTIAL INFORMATION**

Resolved: In view of the confidential nature of the business about to be transacted (in respect of the personal situation of a Member or employee which could result in legal proceedings), that the press and public be temporarily excluded and they are instructed to withdraw. Any documents referring to the confidential discussion supplied are also confidential.

F010/21 **STAFFING SUB-COMMITTEE**

A verbal report from Staffing Sub-Committee Chair, Cllr P Yorke, advised that workload is not decreasing as additional items and tasks always arise. This means the Clerk is continuing to work extra hours when necessary. The situation is being monitored by the Staffing Sub-Committee and the Clerk will advise if things become problematic.

F011/21 **NEXT MEETING**

Monday 26th April 2021 – 10.30am

Location/method to be agreed closer to meeting date.

Meeting closed: 11.55am