

# Killamarsh Parish Council

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**Draft Minutes Are Subject to Approval at The Next Committee Meeting.**

## **Minutes of Meeting of The Finance Committee Held on Monday 20<sup>th</sup> September 2021 in the Parish Suite at 7pm**

**Commenced: 19.00pm - Concluded: 19.37pm**

**Councillors Present:** Steve Clough (Chair), Alex Platts, Nick Challenger, David Drabble

**Absent Councillors:** None

**Non-Councillors (without voting rights):** None appointed

**Observing Councillors (not a member of the committee):** None

**Officer:** None [minute taker Cllr Alex Platts]

**Members of the Public:** None

**(1) Item 1 Committee Chair and Vice-Chair**

1.1 To note that Cllr Steve Clough was elected as the Committee Chair of the Finance Committee at the annual council meeting held on the 24 May 2021.

1.2 To appoint a Committee Vice-Chair for the ensuing year.

1.3 To note that Cllr Mullins decided not to stand on the Committee.

**RESOLVED:**

**1.1) Appointment of Cllr Steve Clough as Finance Committee Chair noted.**

**1.2) Councillor Platts was appointed as the Vice-Chair of the Finance Committee. Proposer Cllr Clough, Seconded Cllr Challenger – All in favour.**

**1.3) Cllr Mullins decision not to stand on the Finance Committee was noted.**

**(1) Item 1: Chairman's Opening Announcements**

To receive the Chairman's opening announcements.

**No announcements made.**

**(2) Item 2: Apologies for Absence**

To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

**All members of the committee were present.**

**(3) Item 3: Declarations of Disclosable Pecuniary and Other Interests**

3.1 To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the agenda. A member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

**No declarations of interests were received.**

3.2 To receive, consider and record councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

**None declared.**

**(4) Item 4: Adjournment for Public Participation**

To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

**No members of the public took part in the public participation session.**

**(5) Item 5: Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960**

To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

**No public participants attended the meeting, so exclusions were not required.**

**(6) Item 6: Minutes**

To note the draft minutes of the Finance committee meeting held on the 12<sup>th</sup> March 2021. Meeting on 15<sup>th</sup> April 2021 was cancelled due to the official mourning period of his Royal Highness, the Duke of Edinburgh Prince Philip. The following meeting on 23<sup>rd</sup> April 2021 was cancelled due to being inquorate.

**RESOLVED:**

**The minutes of the previous Finance Committee meeting were approved and noted.**

**(7) Item 7: Schedule of Payments**

To receive the cashbook payments and receipts from 01 February 2021 to 28 February 2021 and to recommend that the full parish council approves the retrospective payments. (Copies enclosed).

**RESOLVED:**

**Item noted.**

**(8) Item 8: RFO Report (Updated Financial Monitoring Statements)**

To receive the updated budget monitoring report at month 11 of the financial year (copy enclosed).

**RESOLVED:**

**Item noted.**

**(9) Item 9: Financial Statements for first Quarter (April to June 2021)**

9.1 To review the impact of the continued Pandemic and delayed transfer of the Sports Centre to North East Derbyshire District Council, on the Council's budget.

**RESOLVED:**

	<p>The Chair Cllr Clough clarified that the Council has had to cover unbudgeted costs for the Sports Centre during April and part of May due to the delayed handover of the Sport Centre to NEDDC.</p> <p>These costs have however been offset by the furlough scheme support and cost savings across budget headings. The Parish Council is in a relatively good position for the remainder of the financial year. Reserve requirements are also being met for the financial year as legally required.</p> <p>9.2 To review the financial statements for the months July and August 2021 and assess where any adjustments may be required.</p> <p><b>RESOLVED:</b> Telephone line costs are now to be noted under IT costs, due to provision via Voice over IP (internet based), rather than standard phone lines. IT costs are close to budget due to transfer costs being higher than quoted, though savings in other budget heading are also covering this cost.</p>
(10)	<p><b><u>Item 10 - Expenditure and income over £500</u></b></p> <p>10.1 To discuss the expenditure over £500 for the period April to August 2021 and identify any points of concern.</p> <p><b>No issues were raised.</b></p> <p>10.2 To discuss the income over £500 for the period April to August 2021 and identify any points of concern.</p> <p><b>RESOLVED:</b> Advanced annual payments for Sports Centre costs prior to handover are being investigated to look at where costs can be reclaimed from NEDDC.</p>
(11)	<p><b><u>Item 11 – Council Insurance</u></b></p> <p>To review the Councils insurance requirements (documents attached).</p> <p><b>RESOLVED:</b> It was agreed that the BHIB insurance quote offered best value and meets Parish requirements as quotes were matched to existing policy specifications without the responsibility of the Sports Centre going forward. It was noted that policy costs will increase when the CLOC building returns to Parish responsibility. The BHIB insurance quote is to be advised at Full Parish Council.</p>
(12)	<p><b><u>Item 12: Value Added years (LGPS)</u></b></p> <p>To review the long standing requirement (since 1990), to continue to pay £800 a year pension contribution for a member of staff who left the Council in 1990.</p> <p><b>RESOLVED:</b> The Committee agreed to discuss the pension contribution at Full Council with a recommendation to investigate the current legal status of the agreement.</p>
(14)	<p><b>Any items for discussion of a future agenda</b></p> <p>To notify the Acting Proper Officer of any matters for inclusion on the agenda of the next meeting.</p> <p><b>RESOLVED:</b> <b>No items were raised.</b></p>
(15)	<p><b><u>Item 15: Date of the Next Committee Meeting</u></b></p> <p>To Agree date of the next ordinary meeting of the Events and Communication Committee, to be</p>

	convened.
	Next Meeting will be on Monday 18 <sup>th</sup> October 2021.
	<b>Meeting Closed at 19.37pm</b>

**These draft minutes were approved as a true record at the Finance Committee meeting**

**Held on: ..... \*with the agreed additions/deletions: None / Yes (list amendments below)**

**Signed (Chair)..... Print: ..... Dated**

.....

\*Loose leaf pages to be initialled

\* The copy signed by the Chair to contain the alterations, recorded in longhand, with the changes (agreed by the meeting) signed and dated. Signed Copy of the minutes to be filed in the minute book.

**\*Agreed Amendments (Additions/Deletions) to the Draft Minutes:**