

**MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE OF KINVER PARISH COUNCIL HELD AT 95 HIGH STREET, KINVER ON WEDNESDAY 27<sup>th</sup> SEPTEMBER 2023**

Councillors: P Wooddisse (Chairman), I G Sadler (Vice Chairman), K Slade, D McGirr

Also in attendance: Mrs M Fullwood and Mrs J Cree.

1. Apologies for Absence

Apologies of absence were received from Cllr JK Hall (ex-officio), Mrs C Allen.

2. Declarations of Interest

None were declared.

3. Minutes of the Meeting held on 28<sup>th</sup> June 2023

The minutes of the meeting held on the above date were approved and signed as a true record of that meeting.

4. To review the formally the accounts from 1<sup>st</sup> April 2023 to 31<sup>st</sup> August 2023 (figures attached) including Budget Comparison report.

The accounts for period ending 31<sup>st</sup> August 2023 and the relevant papers are set out as appendix 1 to these minutes. It was agreed to recommend to the Parish Council that these accounts are accepted.

5. Items referred from the Parish Council for funding

Kinver Christmas Event 2 quotes have been received, a third Company did not quote. Costs are £4506.25 or £3870, this item is to agree the funding only, as the Parish Council has resolved to go ahead with the road closure. It was agreed that this project be funded and split as below:-

Christmas Lights 113 (as this was increased by £2000 on last years budget)	£1870
Community Projects budget line 120 (with taking £432 below we would be left with £1100 in Community Projects)	£2000

It was agreed to recommend to the Parish Council that the grants below are paid:-

Kinver Folk Singers - £250 funded from the 117/03.

Support Staffordshire Subs - £25 funded from the 117/01.

Kinver Youth Café £432.00 funded from Community Projects budget line 120.

To purchase 500 wildflower daffodil spring bulbs for £125 funded from the 117/03.

6. To discuss / note the letter sent to residents from SSDC re Church Wall Funding

It was noted that SSDC have written to all residents of Kinver Parish, stating that they will no longer be imposing an increase on the Council tax for residents, they have funded the wall repair from a different source. It was noted that if in the future the District Council request funds from the Parish Council to support this project, then the Parish Council are not legally allowed to pay a contribution towards any repairs, as the District Council have adopted the churchyard, so it is solely their responsibility.

The Parish Council do not have a power that they can use to make any financial contribution.

It was agreed to Recommend to the Parish Council that if a letter is received requesting funding then a response based on the above can be sent.

7. Date of Next Meeting – Wednesday 29<sup>th</sup> November 2023 7.00pm

8. Items for future agendas - budget 2024/5

9. Recommendations to the Parish Council

It was proposed to recommend to the Parish Council that:-

- a. the accounts as set out as appendix 1 and 2 to these minutes are accepted.
- b. A grant of £250 is given to Kinver Folk Singers funded from the 117/03
- c. A subscription of £25 is paid for Support South Staffordshire and paid from budget line 117/01
- d. A grant is given to Kinver Youth Café for £432 and funded from the Community Projects budget Line 120
- e. To purchase bulbs at a cost of £125 funded from the 117/03
- f. if a letter is received requesting funding for money towards the Church Wall repairs then a response based on minute 6 above can be sent.

## Financial Summary - Cashbook

Summary of receipts and payments between 01/04/23 and 31/08/23 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

### Ordinary Accounts

.BARCLAYS BANK	£807.27
.COOPERATIVE BANK C & I	£6,791.48
Bath Building Society	£16,810.79
Reserves West Bromwich	£34,741.01
<b>Total</b>	<b>£59,150.55</b>

RECEIPTS	Net	Vat	Gross
Council	£93,666.53	£0.00	£93,666.53
<b>Total Receipts</b>	<b>£93,666.53</b>	<b>£0.00</b>	<b>£93,666.53</b>

PAYMENTS	Net	Vat	Gross
Council	£75,474.31	£2,763.19	£78,237.50
<b>Total Payments</b>	<b>£75,474.31</b>	<b>£2,763.19</b>	<b>£78,237.50</b>

Closing Balances

### Ordinary Accounts

.BARCLAYS BANK	£166.98
.COOPERATIVE BANK C & I	£11,719.62
Bath Building Society	£27,810.79
Reserves West Bromwich	£34,882.19
<b>£74,579.58</b>	
<b>Total</b>	<b>£74,579.58</b>

Signed  
Chair  
31/08/23 09:37 AM Vs:

**Kinver Parish Council**

Clerk / Responsible Financial Officer

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# Financial Budget Comparison

Comparison between 01/04/23 and 31/08/23 inclusive.

Excludes transactions with an invoice date prior to 01/04/23

2023/2024		Actual Net	Balance	
<b>INCOME</b>				
<b>Council</b>				
13	INTEREST BATH BUILDING SOCIETY	£100.00	£0.00	-£100.00
14	Barclays income	£1.00	£0.06	-£0.94
17	PRECEPT	£0.00	£0.00	£0.00
22	INTEREST WEST BROM ACCOUNT - CHARITY ACC	£4.00	£141.18	£137.18
30	Burial Fees - Co-Op bank account	£11,250.00	£4,510.00	-£6,740.00
31	Toilet Income - Co-Op bank account	£50.00	£40.00	-£10.00
32	Donations - Co-Op bank Account	£0.00	£150.00	£150.00
33	Precept - Co-Op Bank Account	£162,134.00	£81,067.00	-£81,067.00
34	Sundries - Co-Op Bank Account	£0.00	£0.00	£0.00
35	Police Office Rent - Co-Op Bank Account	£4,000.00	£1,000.00	-£3,000.00
37	Climate Change income	£0.00	£500.00	£500.00
38	EV Income	£2,500.00	£522.75	-£1,977.25
39	N Plan RESERVES FUND	£0.00	£0.00	£0.00
40	Kinver Market	£1,800.00	£840.00	-£960.00
41	PWLB	£0.00	£0.00	£0.00
<b>Total Council</b>		£181,839.00	£88,770.99	-£93,068.01
<b>Total Income</b>		£181,839.00	£88,770.99	-£93,068.01
<b>EXPENDITURE</b>				
<b>Council</b>				
57	BARCLAYS BANK CHARGES	£96.00	£40.35	£55.65
58	EV Electricity used	£2,400.00	£586.31	£1,813.69
60	Kinver Market	£500.00	£400.00	£100.00
61	Jubilee coronation celebrations	£2,000.00	£3,261.50	-£1,261.50
62	pwlb repayments	£0.00	£0.00	£0.00
63	Clock Shelter Exp.	£11,000.00	£0.00	£11,000.00
104	NEIGHBOURHOOD PLAN	£1,000.00	£525.00	£475.00
107	Climate Change	£1,000.00	£175.00	£825.00
110	General Administration - Co-Op Bank Account			
110/1	Telephone	£1,500.00	£363.15	£1,136.85
110/2	Stationary	£2,500.00	£682.05	£1,817.95

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# Financial Budget Comparison

Comparison between 01/04/23 and 31/08/23 inclusive.

Excludes transactions with an invoice date prior to 01/04/23

2023/2024		Actual Net	Balance	
110/3	General Insurance	£2,200.00	£2,410.09	-£210.09
110/4	Rates	£2,300.00	£693.97	£1,606.03
110/5	Office Electricity and Gas	£4,000.00	£1,764.32	£2,235.68
110/6	Audit	£875.00	£1,145.00	-£270.00
110/7	Chairmans Allowance	£500.00	£500.00	£0.00
110/8	Staffing Training Expenses	£150.00	£0.00	£150.00
110/9	Members Expenses	£500.00	£259.35	£240.65
110/10	Computer Support Services	£2,000.00	£141.94	£1,858.06
110/11	Photocopier	£0.00	£0.00	£0.00
110	Total	£16,525.00	£7,959.87	£8,565.13
111	Maintenance - Co-Op Bank Account			
111/1	Maintenance Toilets	£2,500.00	£980.99	£1,519.01
111/2	Maintenance Misc	£7,000.00	£3,790.04	£3,209.96
111/3	Grass Cutting	£4,000.00	£1,600.00	£2,400.00
111/4	Play Area	£2,000.00	£500.00	£1,500.00
111	Total	£15,500.00	£6,871.03	£8,628.97
112	Car Park Rental - Co-Op Bank Account	£1,500.00	£1,475.00	£25.00
113	Christmas Illuminations - Co-Op Bank Account	£6,500.00	£714.01	£5,785.99
114	Contingencies - Co-Op Bank Account	£839.00	£0.00	£839.00
115	Vehicles - Co-Op Bank Account			
115/1	Leasing	£3,300.00	£2,323.43	£976.57
115/2	Fuel	£400.00	£1,248.54	-£848.54
115/3	Insurance	£1,000.00	£0.00	£1,000.00
115/4	Vehicle tax	£20.00	£0.00	£20.00
115	Total	£4,720.00	£3,571.97	£1,148.03
116	Health and Safety - Co-Op Bank Account	£200.00	£0.00	£200.00
117	Grants Subs Co-Op Bank Account			
117/1	Parish Councils Subs	£500.00	£95.00	£405.00
117/2	SPCA / LCR	£700.00	£742.97	-£42.97
117/3	Grants	£5,041.00	£1,071.45	£3,969.55
117	Total	£6,241.00	£1,909.42	£4,331.58
118	Election Expenses - Co-Op Bank Account	£0.00	£210.00	-£210.00
119	Wages/Salaries - Co-Op Bank Account			

# Financial Budget Comparison

Comparison between 01/04/23 and 31/08/23 inclusive.

Excludes transactions with an invoice date prior to 01/04/23

<b>2023/2024</b>		<b>Actual Net</b>	<b>Balance</b>	
119/1	Salaries	£81,000.00	£34,014.35	£46,985.65
119/2	Employers NI	£6,300.00	£2,593.08	£3,706.92
119/3	Employers Pension	£18,768.00	£7,419.53	£11,348.47
119/4	Toilets	£1,150.00	£380.00	£770.00
119	Total	£107,218.00	£44,406.96	£62,811.04
120	Community Projects - Co-Op	£4,000.00	£432.00	£3,568.00
Bank Account				
121	Legal Fees - Co-Op Bank Account	£600.00	£0.00	£600.00
<b>Total Council</b>		£181,839.00	£72,538.42	£109,300.58
<b>Total Expenditure</b>		£181,839.00	£72,538.42	£109,300.58
Total Income		£181,839.00	£88,770.99	-£93,068.01
Total Expenditure		£181,839.00	£72,538.42	£109,300.58
<b>Total Net Balance</b>		<b>£0.00</b>	<b>£16,232.57</b>	

Financial Budget Comparison						
Comparison between 01/04/23 and 31/08/23 inclusive.						
Excludes transactions with an invoice date prior to 01/04/23						
		2023/2024	Actual Net	Balance	Projected income for the	Comments
<b>INCOME</b>						
13	INTEREST BATH BUILDING	£100.00	£0.00	-£100.00	£100.00	Received in December and March
14	Barclays income	£1.00	£0.06	-£0.94	£1.00	
22	INTEREST WEST BROM	£4.00	£141.18	£137.18	£137.00	Annual income received
30	Burial Fees - Co-Op bank account	£11,250.00	£4,510.00	-£6,740.00	£11,250.00	
31	Toilet Income - Co-Op bank	£50.00	£40.00	-£10.00	£100.00	
32	Donations - Co-Op bank Account	£0.00	£150.00	£150.00	£150.00	For Coronation Morris men
33	Precept - Co-Op Bank Account	£162,134.00	£81,067.00	-£81,067.00	£162,134.00	
34	Sundries - Co-Op Bank Account	£0.00	£0.00	£0.00	£0.00	
35	Police Office Rent - Co-Op Bank	£4,000.00	£1,000.00	-£3,000.00	£4,000.00	Payment due in June for £1000
37	Climate Change Income	£0.00	£500.00	£500.00	£500.00	Donation
38	EV Income	£2,500.00	£522.75	-£1,977.25	£1,500.00	New electricity rates will reduce this income
40	Kinver Market	£1,800.00	£840.00	-£960.00	£1,800.00	
	<b>Total Income</b>	<b>£181,839.00</b>	<b>£88,770.99</b>	<b>-£93,068.01</b>	<b>£181,672.00</b>	
<b>EXPENDITURE</b>						
57	BARCLAYS BANK CHARGES	£96.00	£40.35	£55.65	£96.00	Monthly charge
58	EV Electricity used	£2,400.00	£586.31	£1,813.69	£2,000.00	This will reduce inline with reduced electricity rates
60	Kinver Market	£500.00	£400.00	£100.00	£1,500.00	£1147.50 available also from last year to spend
61	Jubilee coronation celebrations	£2,000.00	£3,261.50	-£1,261.50	£3,112.00	Overpayment covered by Donations received and funding from the Market
		£0.00	£0.00	£0.00	£0.00	
63	Clock Shelter Exp.	£11,000.00	£0.00	£11,000.00	£11,000.00	£11,000 transfer back to reserves, the budget has ben reduced by a £1000 as this is the element for paying for the electricity which is an annual charge and now moved to 111/2
104	NEIGHBOURHOOD PLAN	£1,000.00	£525.00	£475.00	£1,000.00	£1516.95 available also from last year to spend
107	Climate Change	£1,000.00	£175.00	£825.00	£1,000.00	



<b>General Administration - Co-Op</b>						
110/1	Telephone	£1,500.00	£363.15	£1,136.85	£1,500.00	First quarter paid
110/2	Stationary	£2,500.00	£682.05	£1,817.95	£2,500.00	
110/3	General Insurance	£2,200.00	£2,410.09	-£210.09	£2,411.00	Paid in full for year
110/4	Rates	£2,300.00	£693.97	£1,606.03	£2,000.00	
110/5	Office Electricity and Gas	£4,000.00	£1,764.32	£2,235.68	£3,000.00	This should reduce as electricity and gas rates have been lowered
110/6	Audit	£875.00	£1,145.00	-£270.00	£1,145.00	Both Audits paid
110/7	Chairmans Allowance	£500.00	£500.00	£0.00	£500.00	Paid in full
110/8	Staffing Training Expenses	£150.00	£0.00	£150.00	£0.00	
110/9	Members Expenses	£500.00	£259.35	£240.65	£500.00	
110/10	Computer Support Services	£2,000.00	£141.94	£1,858.06	£2,000.00	New emails to come from this budget line
<b>110</b>	<b>Total</b>	<b>£16,525.00</b>	<b>£7,959.87</b>	<b>£8,565.13</b>	<b>£15,556.00</b>	
<b>Maintenance - Co-Op Bank</b>						
111/1	Maintenance Toilets	£2,500.00	£980.99	£1,519.01	£2,500.00	
111/2	Maintenance Misc.	£7,000.00	£3,790.04	£3,209.96	£7,000.00	This budget has been increased by £1000 as the clock shelter electricity is in this line now and moved from line 63
111/3	Grass Cutting	£4,000.00	£1,600.00	£2,400.00	£4,000.00	
111/4	Play Area	£2,000.00	£500.00	£1,500.00	£2,000.00	
<b>111</b>	<b>Total</b>	<b>£15,500.00</b>	<b>£6,871.03</b>	<b>£8,628.97</b>	<b>£15,500.00</b>	
112	Car Park Rental - Co-Op Bank	£1,500.00	£1,475.00	£25.00	£1,475.00	Paid in full
113	Christmas Illuminations - Co-Op	£6,500.00	£714.01	£5,785.99	£6,500.00	
114	Contingencies - Co-Op Bank	£839.00	£0.00	£839.00	£839.00	

