

Little Oakley Parish Council

Email: clerk@littleoakleypc.org.uk

Minutes of the Finance Committee held on Wednesday 4th October 2023 at 7.00pm in the Millennium Room, St Michaels Church, Ramsey.

Present: Cllr Attrill (Chair), Cllr Griggs, Cllr Coates and Clerk/RFO

Emma Haward

Clerk and Responsible Finance Officer

4th October 2023

23/FC07 Apologies for Absence

There were no apologies.

23/FC08 Declaration of Pecuniary and Non-Pecuniary Interest

There were no interests declared.

23/FC09 Signing of the Minutes from 19th April 2023

It was proposed by Cllr Attrill, seconded by Cllr Griggs and RESOLVED that the minutes of the previous Finance Committee on 19 April 2023 be recorded as a true record and were duly signed.

23/FC10 Half Year Accounts April-September 2023

The half year expenditure between April 2023 and September 2023 were reviewed and agreed.

23/FC11 Budget and Precept

The precept for 2023-2024 is £20,125.

It was proposed by Cllr Attrill, seconded by Cllr Griggs, and RESOLVED to agree the budget forecast between October 2023 and March 2024.

It was proposed by Cllr Attrill, seconded by Cllr Griggs, and RESOLVED to agree the precept for the financial year 2024/25 of £22,820 for presentation to Full Council. *(An increase of 13.4% from the previous financial year 2023/24).*

The **budget forecast** (previously circulated) for 2024/25 was agreed as follows:-

Electricity £1800

A& J Lighting £500

Grass Cutting £1300

Bus Shelter Repairs £500

Noticeboard Repairs £100

Platinum Jubilee Planter £100

Village Signs £200

Telephone Kiosk £200

Oakley Coronation Park £4,000 – *to review frequency of maintenance in Spring 2024.*

War Memorial Maintenance £100

Poppy Wreath £35

Donations £200

Course Fees £500

Course Expenses £300

EALC £400
TDALC £25
SLCC £110
RCCE £80
EPFA £35
Insurance £1500
Internal Audit £300
External Audit £250
Playground Inspections £700
Maintenance and Repairs £2500
Cemetery Maintenance £1000
Salary £4250
Clacton Business Services £200
Pension £0
Meeting Room Donations £300
ICO £50
Website £250
Election Costs £300
Bus Shelter Rent £5
Chairman's Discretionary Fund £200
Stationary £200
Unity Trust Service Trust £80
ICT Repairs/Replacements £250

23/FC12 Appointment of Internal Auditor

It was agreed by all to contact Peter Standing to undertake an Internal Audit Review of the Parish Council's accounts in April 2024.

It was noted that, due to an increase in the Parish Council's income and expenditure, an External Audit of the accounts are required to be undertaken by PFK Little John Ltd.

23/FC13 Public Speaking

No members of the public were in attendance.

The meeting concluded at 20:26.