

Little Oakley Parish Council

Email: clerk@littleoakleypc.org.uk

Minute of the Finance Committee held on Wednesday 2nd October 2024 at 7.00pm in the Millennium Room, St Michaels Church, Ramsey.

Emma Haward

Clerk and Responsible Finance Officer

Tel: 07534172696 Email: clerk@littleoakleypc.org.uk

Present: Cllr Attrill (Chair), Cllr Sanderson, Cllr Griggs

Also in attendance: Emma Haward (Clerk/RFO)

Members of the Public: There were no members of the public present.

24/FC20 Apologies for Absence

There were no apologies for absence.

24/FC21 Declaration of Pecuniary and Non-Pecuniary Interest

There were no interests declared.

24/FC22 Signing of the Minutes from 1st May 2024

It was proposed by Cllr Attrill that the minutes of the previous Finance Committee on 4th October 2023 were a true record however, another member was not present to second the resolution and so, the Finance Committee's previous minutes must be approved at the next Full Council meeting.

24/FC23 Half Year Accounts (April - September 2024)

It was proposed by Cllr Attrill, seconded by Cllr Griggs and RESOLVED to accept the half year accounts between April and September 2024.

24/FC24 Budget and Precept

It was proposed by Cllr Attrill, seconded by Cllr Griggs and RESOLVED to accept the budget forecast between October 2024 and March 2025.

It was also proposed by Cllr Attrill, seconded by Cllr Sanderson and RESOLVED to agree a precept for 2025/2026 of £23,405 for submission to Full Council for approval, as set out below.

Expenditure Type	Budget 24/25	Budget 25/26
* Has a Reserve		
Electricity		
Supply (SSE)	1,800.00	1,700.00
A & J Lighting Monthly / Repairs *	500.00	600.00
Electricity Subtotal	2,300.00	2,300.00
Maintenance		
Grass Cutting *	1,300.00	1,300.00
Bus Shelters *	500.00	1,000.00
Noticeboards *	100.00	100.00

Platinum Jubilee Planter	100.00	100.00
Village Signs *	200.00	200.00
Telephone Kiosk *	200.00	200.00
Maintenance Subtotal	2,400.00	2,900.00
Oakley Coronation Park		
General Costs (see Note) *	4,000.00	5,000.00
OCP Subtotal	4,000.00	5,000.00
War Memorial		
Maintenance *	100.00	100.00
Poppy Wreath (S137)	35.00	40.00
War Memorial Subtotal	135.00	140.00
Donations		
Donations	200.00	200.00
Donations Subtotal	200.00	200.00
Training		
Course Fees *	500.00	500.00
Expenses *	300.00	200.00
Training Subtotal	800.00	700.00
Memberships		
EALC & NALC	400.00	400.00
TDALC	25.00	25.00
SLCC	110.00	110.00
RCCE	80.00	55.00
EPFA	35.00	40.00
Memberships Subtotal	650.00	630.00
Insurance		
Insurance Provider	1,500.00	710.00
Insurance Sub Total	1,500.00	710.00
Audit		
Internal Audit Fee	300.00	300.00
External Audit Fee	250.00	350.00
Audit Subtotal	550.00	650.00
Playground		
Inspections (Playground & OCP)	700.00	600.00
Maintenance and Repairs *	2,500.00	2,500.00
Playground Subtotal	3,200.00	3,100.00
Cemetery		
Maintenance *	1,000.00	1,000.00
Cemetery Subtotal	1,000.00	1,000.00
Clerk		
Salary	4,250.00	4,500.00

Clacton Business Services	200.00	200.00
Pension	0.00	0.00
Clerk Subtotal	4,450.00	4,700.00
Miscellaneous		
Meeting Room Donations	300.00	300.00
Information Comm'ers Office	50.00	40.00
Website / Hosting *	250.00	250.00
Election Costs *	300.00	250.00
Bus Shelter Rent	5.00	5.00
Chairmans Discretionary Fund *	200.00	100.00
Stationary	200.00	150.00
Unity Trust Service Charge	80.00	80.00
ICT Repairs/Replacements *	250.00	200.00
Miscellaneous Subtotal	1,635.00	1,375.00
Totals	22,820.00	23,405.00

Total: £23,405 (*increase of 2.2% subject to the Council tax base*).

24/FC25 Appointment of Internal Auditor

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

24/FC26 Public Speaking

No members of the public attended.

The meeting concluded at 19:37.