

MINUTES OF WESTERLEIGH PARISH COUNCIL FINANCE COMMITTEE MEETING
Tuesday 1st March 2022 - 7pm at Manor Hall red brick annex

Present: Cllr J Lean (Chair of Committee) Cllr R McCullough (Chair of PC) Cllr B Taylor Cllr K Kelliher Cllr A Di-Duca R Davis (Deputy Clerk)

Clerk/RFO: S Simmons

322. Apologies for absence
Cllr Clark & Cllr Goddard sent their apologies
323. Declarations of Interest under the Localism Act 2011
None
324. Pre-arranged items from members of public
None. No members of public attended.
325. Committee to Approve Minutes of F & GP meeting held on Nov 1st 2021
The Minutes were unanimously approved and signed by Cllr Lean
326. Committee to note receipt of all Bank reconciliation and statements to end of FEB 2022
The committee NOTED receipt of end of Feb 2022 statements and Bank reconciliation with no questions arising.
327. Committee to note full list of payments to end of FEB 2022
NOTED with no questions arising. This includes payment of the annual subscription to CPRE as approved by all Cllrs on email. List attached as Appendix 1.
328. Committee to note full list of receipts for 2021/22
NOTED with no questions arising. The Clerk confirmed the payment of £800 from Wessex Water for the compound is included. List attached as Appendix 2.
329. Committee to discuss & consider moving money to other accounts to provide better cover by FSCS £85000 limit
The Clerk had highlighted that levels of funds with NatWest exceed the FSCS limit and therefore suggested a separate bank be considered to move funds to.
The Committee considered the type of bank (obviously covered by FSCS), the risk of an account with a 35 day notice, and the amount to be moved.
It was unanimously agreed that Redwood Bank would be the choice. Its 35 day Notice Account comes up well on the Money Facts website. It was agreed that £85000 would be moved once the account is open: £40k from the NatWest Reserve account and £45k from the NatWest current account. The additional benefit will be an increase in interest gained on this money.
This decision will be listed for ratification by the Full Parish Council on March 14th 2022.
330. Committee to NOTE information on 2020/2021 Receipts & Payments vs Budgets and forecasts and discuss/approve any required decisions including:
Update of Staff & Recruitment cost report from November 2021 – the RFO gave an update on all costs of recruitment and the start of the employment of our Deputy. All elements are in line or better than the estimates provided in November.

All other current year budget items are as expected. The April 1st 2021 pay increase for the Clerk/Deputy Clerk has now been announced as 1.75% agreed by the unions. <https://www.slcc.co.uk/local-government-pay-claim-2021-22-2/>

A query arose on the additional £250 of Says Court Farm benefit – this extra money came from the sale of the used otter fencing put in as a temporary fix prior to the full otter fencing.
331. Committee to discuss current grant pot balances and agreed projects including:
Consideration and approval of allocation of budget for Local Nature Action Plan
After discussion it was agreed that £5000 be allocated for the LNAP project and would cover costs for Engagement events such as maps, room hire, etc as well as possible costs of trees, plants, bird boxes or other items that form part of the LNAP outcomes.

J. G. Lean

18/7/22

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336. Appointment of internal auditor and cost increase from £225 to £240

The same internal auditor as last year has been booked (G Smith - Clerk to Alveston PC) The cost has increased for the first time from £225 to £240. This was APPROVED.

337. Committee to consider any Planning Applications (necessary due to deadline dates) for comments

There are no applications to be discussed at this meeting however it was noted that the applicant for [P22/01079/E](#) Land Adjacent To 91 The Causeway Coalpit Heath BS36 2PG has requested to speak to Cllrs on March 14th. The Deputy Clerk will give him the necessary details. (Agenda, time allowed etc). Therefore, Cllr comments will be held back until after hearing the applicant and then a decision reached.

It was noted that the Deputy Clerk is now dealing with planning applications with help from the Clerk if needed.

338. Items considered urgent or exempt by the Chairman

None

339. Dates of future Parish Council meetings/Committee meetings

14th March 2022 Full Parish Council Meeting 7pm Westerleigh Village Hall

28th March 2022 E & L Meeting 7pm Manor Hall Red brick annex

14th April 2022 Annual Parish Meeting 7pm Manor Hall followed by Full PC meeting

The meeting closed at 7.40pm

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APPENDIX 1 Feb 2022 Payments list

Date	Description	Supplier	Net	VAT	Total
02/02/2022	Storage unit rental fee	PE King (Bristol) Ltd	68.75	13.75	82.50
02/02/2022	Grass cutting	CPS Grounds Ltd	725.40	145.08	870.48
02/02/2022	Loo hire	Andyloos	159.60	31.92	191.52
02/02/2022	Aerator at Bitterwell Lake	EON			
02/02/2022	Aerator at Bitterwell Lake	EON	0.04		0.04
03/02/2022	Room hire	Manor Hall	13.50		13.50
07/02/2022	Localism charges	South Glos Council	415.59	83.12	498.71
07/02/2022	Localism charges	South Glos Council	53.25	10.65	63.90
07/02/2022	Groundworks & Inspector	C R Belcher Agricultu	180.00	36.00	216.00
16/02/2022	Aerator at Bitterwell Lake	EON	7.84	0.39	8.23
21/02/2022	Council mobile phone	H3G (Three)	2.50	0.50	3.00
24/02/2022	Annual subscription	CPRE	36.00		36.00
25/02/2022	PAYE	HMRC	552.44		552.44
25/02/2022	Salary	SWSimmons Parish C	1,495.39		1,495.39
25/02/2022	Monthly Pension payment	Avon Pension Fund	617.63		617.63
25/02/2022	Salary	R Davis Deputy Clerk	1,077.08		1,077.08
28/02/2022	Clerk expenses	SWSimmons Parish C	100.39		100.39
28/02/2022	Monthly Bin emptying	Hands Property Maint	472.00		472.00
28/02/2022	Repairs to fabric of buildir	Manor Hall	1,030.00		1,030.00
28/02/2022	Grant	Citizens Advice Burea	900.00		900.00
28/02/2022	Deputy Clerk expenses	R Davis Deputy Clerk	87.47		87.47
		Tot	7,994.87	321.41	8,316.28

APPENDIX 2 Feb 2022 Receipts List

Date	Description	Supplier	Net	VAT	Total
01/02/2022	Fishing rights payment	P Isaacs	416.67		416.67
11/02/2022	Grant	BDAA (British Disabled Angling Association)	3,500.00		3,500.00
15/02/2022	Wessex Water compound	Wessex Water/YTL	800.00		800.00
28/02/2022	Chalet rental	P Isaacs	725.00		725.00
28/02/2022	Bank interest	Natwest	0.35		0.35
		Total	5,442.02		5,442.02

J A Lee

18/7/22