



Uplyme Parish Council

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 Clerk to the Council: Zishan Adamson-Drage

Minutes of the Finance Committee Meeting held on Wednesday 23rd November at 6.30pm in Uplyme Village Hall

Present: Chairman: Vacant
 Councillors: Cllr. C. James (CJ), Cllr. C. Pratt, Cllr. Mrs C. Wiscombe.
 Officer: Zishan Adamson-Drage, Clerk to the Council
 Members of the Public: None

FC22/01 Election of Chairman

RESOLVED Proposed by Cllr. Pratt, and seconded by Cllr. Mrs Wiscombe, Cllr. C James was duly elected Chairman of the Finance Committee.

FC22/02 Apologies for Absence

Cllr. Mrs. P Frost (PF) tendered her apologies. Cllr. P. Oakley was also absent.

FC22/03 Approval of Minutes

It was **RESOLVED** that the minutes from the Finance Committee meeting held on **24th November 2021** be approved as a correct and true record and were signed by the Chairman.

PC22/04 Declarations of Interest and Dispensations

None.

PC22/05 Public Participation Session

None present.

Chairman: Cllr C James

Vice Chairman: Cllr. A. Turner

Cllrs: P. Oakley, C. Pratt, Mrs P Frost, W. Trundle, D. Ostler, P. Hackett, Mrs C. Wiscombe

FC22/06 Review of Financial Internal Control

- (a) Subject to the policy being dated, **RESOLVED** that the Financial Internal Control policy be approved.
- (b) **RESOLVED** that the System of Internal Control be approved.
- (c) Members discussed the current internal financial controls, and wished to reprise the role of internal scrutiny Member to undertake a mini-audit spot check once a quarter. **RESOLVED** This role would be alternately taken by Cllr. Pratt and Cllr. Mrs Wiscombe based on a single payment.

FC22/07 Risk Assessment

After considering the draft risk assessment for the war memorial, Cllr. James advised that the path was being rectified by the Barnes Meadow Management Committee, on whose land it was located. Cllr. Pratt suggested adding the risk of graffiti, and Cllr. James suggested the risk of not having it insured on the Council Policy was a risk that the Council had agreed upon. Those amendments being accepted, **RESOLVED** The war memorial risk assessment be added to the Risk Register.

FC22/08 Earmarked Reserves

Cllr. James advised that the level of general reserves, being over the annual precept, ought to be reduced. Given the cost of living crisis, anything the Council could do to mitigate costs for local households should be done. **RESOLVED** The Council should fund the election costs through reserves, rather than precept. Also, that the following earmarked funds be replenished for 2023-24 to the amounts given: Playground (£1000 rolling annual fund); Uplyme Christmas Lights project (£500); Stafford Mount Project (new fund £1000).

FC22/09 Community Grants

- (a) Members noted the grants paid during 2022-23.
- (b) **RESOLVED** that the following annual grants be paid in 2023-24 to the sums agreed: Church Magazine (£500); King George's Field (£550); CAB Bridport (£250); Uplyme Help at Hand (£100). **RESOLVED** that £750 s.137 monies be allocated to in-year grant applications. Total budget for s.137 in 2023-24 to remain at £2,150. Further that the Devon Air Ambulance fund be removed, and £30 be vired to general reserves.

FC22/10 Budget/Precept 2022-23

- (a) An item which required further research was the Council's insurance. The 3-year contract was due to end in April 2023. **RESOLVED** that the Clerk would look into the cost and provision of suitable insurance policies.

Members recommended that, due to the increase in fuel costs, the contract with the grounds maintenance contractor due to end in 2025 be amended to include

the strimming of Millennium Copse on a regular monthly basis at an additional cost of £90 p.c.m.

Also, that the NP Stationery cost centre be eliminated, as this was no longer needed. Similarly, as the Churchyard maintenance had been transferred to EDDC, this cost centre was now defunct, and the budget therein be moved to the Cemetery cost centre.

In discussing the maintenance works required **RESOLVED** that the Clerk obtain a quote for a local contractor to dip and repaint the Cemetery iron gates.

(b) Members preferred to take monies from reserves to fund any increase in budget in order for the precept to stay the same at this time when households are being squeezed. **RESOLVED** The recommendation from the Committee would be to keep precept levels the same for 2023-24.

FC22/11 **Date of the next meeting**

The next meeting of the Finance Committee will be on **29th March 2023**.
The meeting closed at 8.26pm.

Signed: _____
Chairman of Finance
Committee

Date: _____