

## METHWOLD PARISH COUNCIL

Finance Meeting  
Methwold Parish Council Finance Committee Meeting  
Wednesday 4<sup>th</sup> May 2022 in the 21 Room  
Present: Chairman - J Marriage, D Scott, P Andre

1. To receive and accept apologies for absence – B Horton
2. Minutes of the virtual meeting held on Thursday 13th January 2022 – approved
3. End of Year 2021/22 Financial position – includes Budget 2021/22 final figures  
March 30<sup>th</sup> 2022 figures

Current Account total on 30 March 2022	1,963.77
Tracker Account total on 30 March 2022	29,648.16
Saver Account total on 30 March 2022	16,347.84
Emergency Reserve Fund 30 March 2022	25,123.65
Total	73,083.42

The Clerk took the group through the completed End of Year Budget for 2021/22 along with explanations of expenditure for 2021/22. A copy will be circulated to all councillors.

4. Current Financial position – figures taken from bank accounts on 3<sup>rd</sup> May 2022

Current Account total on 3 <sup>rd</sup> May 2022	72,366.87
Tracker Account total on 3 <sup>rd</sup> May 2022	14,289.30
Saver Account total on 3 <sup>rd</sup> May 2022	29,648.16
Emergency Reserve Fund total on 3 <sup>rd</sup> May 2022	25,123.65
Total	141,427.98
5. Budget 2022/23 – has been updated with the carry over figure from 2021/22, three versions had been prepared in anticipation that the Charitable Trusts registration with the Charity Commission had been completed by the start of the new financial year and complex could be separated, this has not yet happened but the financial spreadsheets allow for this to be done when required.
  - a) updated total parish council Budget 2022/23 (draft was approved by full council in January 2022).
  - b) parish council Budget 2022/23 without the complex
  - c) budget for the complex 2022/23.

As the registration with the Charity Commission has not been finalized yet. It was agreed by the group that the parish council would work with a) total parish council Budget 2022/23 until the Charity is registered, the temporary bank account which was set up for the Charity Commission can then be changed into a full account and all transactions separated from the parish council.

The complex is not receiving many bookings or enquiries for hires, it is mainly the regular groups who have returned, it is thought this could be due to people getting used to not going out, are people still wary of the pandemic or possibly the expected cost of living increase etc. because of this the programme of improvements such as renovations to the toilets in both buildings and the tearoom to enable St George's Hall to be a stand-alone hire is not currently included in the 2022/23 Budget.

It was felt that once the Charity Commission registration is complete a grants could be looked for to enable these projects to move forwards.

Currently we are still answering questions from the Charity Commission, we are working with Community Action Norfolk to answer these questions.

6. Barclays – Once again it is proving to be very difficult to make contact with Barclays to add the additional signatory to the bank accounts.  
January 2022 – Managed to speak to a person at Barclays who tried online to add signatory, the two current signatories completed their parts online and waited for Barclays to respond?

The Clerk has tried several times to make contact with Barclays and has finally managed to speak to Barclays Customer Service, the online application was not completed, Barclays do not follow up on this so the Clerk was unaware. Barclays have sent a hard copy of the application for completion; this has been signed today and will be posted back to Barclays.

**Clerk**

7. Any other business

The Internal Auditor is away until 14<sup>th</sup> May 2022, the Clerk will arrange to meet with him after this to complete the audit ready to be approved at the June meeting and sent to the External Auditors before July 2022.

CIL Funding Report - Each year the Clerk must complete this report and return this to the Borough Council, this details the CIL funds received, amounts spent or allocated to projects, up to March 31 2022 £13,197.49 has been received, as agreed by council £6525 has been spent on the replacement windows, fire door and ramp at St George's Hall.

£6525 has been transferred from the CIL account into the current account as agreed by council to cover these improvements.

The remaining £6672.49 has been allocated to the 'Facilities on the recreation ground' project.

The Chairman and the Clerk signed the Parish CIL Report document, a copy will be sent to all and posted on the parish council website as required.

An additional £4466.465 CIL has been received in April '22 this is for the Hythe Road development, this has been transferred into the Tracker Account (CIL, Grants & Donations)

The development on the meadow is nearing completion and the Section 106 funds (approx. £33,000) are expected to be received soon, these funds have been allocated to the facilities on the recreation ground and to purchase some adult gym equipment for the rec.

The quotes for the Architect to draw up the plans for the facilities on the recreation ground

will be available for the council to discuss and approve at the May parish council meeting.

JM

Currently the council receive an income of £368.83 from UKPower Networks for Wayleaves, it is not thought this has increased for some time, can UKPN be asked for an increase to Wayleaves?

Clerk

There have been concerns voiced that Methwold Parish is more than just Methwold, the parish council need to be conscious of this when planning/budgeting for the coming year to ensure residents feel Methwold Hythe and Brookville is included.

8. To make recommendations to full council for approval - None
9. To receive further reports/items for the next agenda
10. Date of next meeting – to be arranged once the Internal Audit is complete before the June Meeting.

Meeting finished at 11.30am