

Minutes of the Finance Committee Meeting held on the 18th December 2023 in the Mortimer Hall from 6:00pm.

Present:

Parish Council:

Pat Hall – Chairman (PH)

Mary James (MJ)

Mick Bates (MB)

Martin Smith (MS)

In attendance: Tim Cann (Clerk) Public: 0

FIN 23/12/01 Intention to record the proceedings of the meeting: NONE.

FIN 23/12/02 Apologies for Absence: Charlie Haynes – family commitment.

FIN 23/12/03 Request for members of the public to speak: NONE.

FIN 23/12/04 Minutes of the Committee Meeting held on 7th August 2023. It was **RESOLVED** these are a true record.

FIN 23/12/05 Matters Arising (omitting those for which an agenda heading follows): The Clerk informed the committee that the insurance policy has a set amount for street furniture which both the bus shelter and cycle rack fall within this amount.

FIN 23/12/06 Half Year Accounts Review:

- The Clerk went through the expenditure & income v budget.

FIN 23/12/07 Review of Reserves:

- This had already been actioned by the full council at its December meeting.

FIN 23/12/08 Grants:

- Appendix A.

FIN 23/12/09 Draft Budget for 2024/25:

- Appendix B.

FIN 23/12/10 Items of an urgent nature which have come to the Clerk's attention since the agenda was set:

- NONE

FIN 23/12/13 Information sharing (including correspondence):

- NONE.

FIN 23/12/13 Date of Next Meeting: Monday 27th November 6pm

MEETING CLOSED: 6:55pm

Signed by the Chairman.

Appendix A	2023/24 Grants			
Organisation	Purpose	Amount	Agreed	Notes
Marston Community Gardens	To help make Marston Community allotments even more accessible and productive for more members of the community. We would improve the allotments by making the walkways clearer, build more compost bins, grow more good, fresh food, and create better soil fertility. We need the money to buy seeds, bulbs, gardening equipment, such as netting and tools.	£500.00	£500.00	
Mortimer Hall	Pay for gardening	£500.00	£500.00	
Mortimer Hall Pre-School	Christmas party for the children, gifts, activities, equipment for garden to use in it all weather (wellies, trowels, mats, raincoats).	£500.00	£500.00	
FOSNS	To assist in activities of St Nicholas School.	£300.00	£300.00	
Court Place Farm Allotments	To hire skip. To buy enough black plastic to wrap bonded asbestos on site for safe disposal at Oxfordshire Waste & Recycling Centre.	£500.00		Asked for more information as concern about handling asbestos.
Court Place Farm Community Shed	Material to paint interior of supply shed. Material to restore and upcycle shed furniture. Community event in 2024 to launch 'Shed Refreshed'. Purchase of a vacuum cleaner.	£500.00	£500.00	

Signed by the Chairman.

43rd Scouts	To purchase a Eurohike Avon 5-person tent to replace worn out tents and ensure Beavers, Cubs and Scouts can continue to benefit from attending camps.	£500.00	£500.00	
St Nicholas Church Junior Choir	Contribute towards cost of music, training, and attendance at events for Junior choir.	£350.00	£350.00	
Bell Ringers	Bell surround needs replacing and two stays	£500.00	£500.00	
PCC Marston Times	Contribute towards printing and distribution.	£350.00	£350.00	
Mortimer Hall Book Club	Pay for hire of hall for book club members.	£312.00	£312.00	
Swan School PTA	To support school education and student welfare.	£500.00	£500.00	
Marston Community Forest	To purchase easy to use tools, (small forks, long handled pruning shears) that are manageable for older residents.	£500.00	£300.00	
OSXRAD	To purchase a standing frame to be used in the gym.	£500.00	£500.00	Subject to all documentation being submitted.
TOTALS		£6,312.00	£5,612.00	

Signed by the Chairman.

APPENDIX B – Draft 2024-25 Budget

	Work	Code	2022/23 A	2023/24 B	2024/25 B
Allotments		10	£0.00	£500.00	£500.00
Cemetery	Expenses	21	£323.18	£400.00	£400.00
	Extension	22			
Recreation Ground	Events				
Play area	Replacement			£0.00	£5,000.00
	Maintenance	31	£250.00	£2,500.00	£2,500.00
	RoSPA	32	£205.80	£200.00	£225.00
Roy Garner Pavilion		43	£5,130.78	£4,000.00	£4,000.00
BL Project		63	£38,026.80	£10,000.00	£2,000.00
Grants		71	£3,392.00	£7,500.00	£8,000.00
other grants		72	£3,283.67	£4,000.00	£4,000.00
Admin	Clerk Salary	91	£20,825.77	£19,500.00	£21,000.00
	Pension	92	£5,447.52	£5,200.00	£5,500.00
	Expenses	93	£258.00	£1,000.00	£1,000.00
	Training	94	£236.93	£1,000.00	£500.00
	Telephone	95	£542.73	£600.00	£600.00
	Payroll Services	96	£120.00	£140.00	£160.00
	Bank Charges		£72.00		£75.00
	Misc		£9,219.28		
	Stationery	81	£691.84	£500.00	£500.00
	soft/hardware	89	£2,246.74	£1,000.00	£500.00
	Webmaster	84	£348.76	£400.00	£400.00
	Legal Advice		£0.00	£50.00	£50.00
	Training	83	£66.00	£1,000.00	£500.00
	Property Valuation			£0.00	£0.00
	Initiatives			£3,000.00	£3,000.00
	Elections			£0.00	£1,500.00
Insurance	Came & Co	87	£2,062.69	£3,300.00	£2,800.00
Contracts	Pest Control	36	£1,880.40	£2,500.00	£2,500.00
	Recreation	34	£1,977.00	£3,000.00	£3,300.00
	Cemetery	24	£630.00	£1,500.00	£2,000.00
	Tree Maintenance	35	£3,903.00	£3,000.00	£3,000.00
	Vert-draining	33	£0.00		
Audit Fees	External Auditor	82	£660.00	£1,200.00	£1,500.00
	Internal Auditor	82			
Memberships	OALC	88	£1,474.23	£1,500.00	£1,500.00

Signed by the Chairman.

	ORCC plus	88		£0.00	
Maintenance Works				£2,000.00	£2,000.00
New Projects				£5,000.00	£5,000.00
Chairman's Expenses		85	£356.35	£1,000.00	£1,000.00
Total			£103,631.47	£86,490.00	£86,510.00
Income					
Precept			£60,969.00	£62,182.28	£64,047.75
Discretionary			£10,000.00	£10,000.00	£10,000.00
Central Gov. Grant					
Others			£366.00		
Rents			£1.05	£511.00	£511.00
Burial Fees			£1,454.00	£2,500.00	£2,500.00
Memorials			£2,113.00	£500.00	£400.00
Wayleaves			£52.10	£44.00	£44.00
VAT Return			£3,721.06	£6,000.00	£6,000.00
CiL Money			£0.00	£2,000.00	£2,000.00
Interest In			£716.88	£800.00	£600.00
Total			£79,393.09	£83,324.00	£86,102.75
			2022/23 A	2023/24 B	2024/25 B

Signed by the Chairman.