

Kington Town Council

The Old Police Station, Market Hall Street, Kington, HR5 3DP

Telephone 01544 239098 or mobile 0.7483 914485

email: clerk@kingtontowncouncil.gov.uk

Minutes of the Finance & General Purposes Committee Meeting on Monday 31st October 2022 at the Old Police Station, Kington

PRESENT

IN ATTENDANCE

Cllr. R. Banks - Chairman

Cllr. F. Hawkins

Cllr. E. Rolls

Cllr. D. Redmayne

Cllr. R. Widdowson

Liz Kelso - Clerk

Agenda Item

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| F&GP 038-22 | 1. Apologies, declarations of interest and requests for dispensation
Apologies were noted from Cllr. I. Spencer and Cllr. E. Banks. There were no declarations of interest and no requests for dispensation. |
| F&GP 039-22 | 2. Minutes of the previous meeting
The minutes of the meeting held on 8 th August 2022 were approved and the Chairman authorised to sign as a true record of proceedings at that meeting. |
| F&GP 040-22 | 3. Budget report for quarter ended 30.9.2022
Members reviewed the report noting that expenditure is largely as expected and that the grant under the Welcome Back Fund has yet to be received. Cllr. Redmayne noted that he did not wish to take the Mayors Allowance for the current year and asked that the budgeted allowance be transferred to another budget heading for the benefit of the town. This will be referred to Full Council in December |
| F&GP 041-22 | 4. Community Grants
The Clerk reported that the Community Grant Scheme is currently open for applications. All previous grant applicants have been contacted and notices placed on notice boards and the website with the deadline for applications being 18 th November. Applications will be reviewed shortly thereafter and presented to full council for approval in December. |
| F&GP 042-22 | 5. Draft Budget for year to 31.3.2024
Members reviewed the preliminary draft budget for the year to 31.3.2024, noting that some refinement would be needed before this can be presented to full council for approval in January. The draft budget will assume that the transfer of Crooked Well would go ahead but decisions regarding staffing for example would need to be addressed. |

- F&GP 043-22** 6 **Financial impact of externally funded projects**
Members noted that the grant to cover expenditure under the Welcome Back Fund has not yet been received despite assurances from Herefordshire Council that this would be paid last month.
- All projects under the Great Places to Visit Fund have now been completed and in particular the shop front grant scheme will be completed in November with final payments being made from reserves, as agreed. Several businesses have delivered improvement schemes at less than originally anticipated and two withdrew their funding request so final claims are slightly less than anticipated.
- Finally it was noted that the final monitoring form for the Green Spaces Grant was now overdue for submission but would be completed as soon as possible.
- F&GP 044-22** 7 **Internal Audit**
This item, to consider quotations for the internal audit function for the current financial year, was deferred to the next meeting. The clerk reported some difficulty in identifying suitably qualified internal auditor with experience of local authority internal audit. One recommended auditor has been unable to quote due to lack of capacity to take on more clients and a quotation from another is awaited. The current auditor has indicated a willingness to continue for a further year if necessary.
- F&GP 045-22** 8 **Staff Pension Scheme**
It was noted that formal resolutions will be required by full council to establish a staff pension scheme, providing options for consideration with regard to contribution rates etc. A paper, to be prepared in conjunction with a pensions advisor, is to be presented to the December meeting of full council.
- The Clerk asked that it be noted that she has opted out of the staff pension scheme.
- F&GP 046-22** 9 **Items for the next agenda**
The following items were raised for the next agenda:
- Financial impact of externally funded projects
 - Quotations for internal audit for the 2022-2023 financial year
 - 2023-4 draft budget
- F&GP 047-22** 10 **Date of the next meeting**
It was agreed that the next meeting of the F&GP Committee will take place on 12th December at 5.00pm in the Old Police Station, Market Hall Street.
- There being no further business, the meeting was declared closed.

Chairman

Date: _____