



MINUTES FROM A MEETING OF EGGLESCLIFFE & EAGLESCLIFFE COUNCIL FINANCE COMMITTEE HELD ON MONDAY 29th JANUARY 2024 AT 7.00pm

CLLRS PRESENT: J Fletcher, M Snaith & A Collier

IN ATTENDANCE: N Ironside – Clerk to the Council

APOLOGIES: M de Launay (Chair)

01/24 CLLR SNAITH ACTED AS CHAIR FOR THIS MEETING

02/24 MINUTES FROM 4TH DECEMBER 2023 MEETING

Approved and signed by Cllr Snaith as Acting Chair of the committee.

03/24 ROUTINE EXPENDITURE YEAR ENDING 31ST MARCH 2025

The updated spreadsheet from the 11th January 2024 Council meeting was tabled showing the outstanding decisions and subsequent agreed spend for 2024/25, the surplus funds and the precept figure. The spreadsheet was circulated to full council on the 16th January 2024 via email. Cllr Collier who gave his apologies to the Council meeting 11th January 2024 stated he strongly disagreed that the precept was issued without any discussions from the Finance Committee. It was responded that the 4th December 2023 minutes (refer 22/23 and agreed minutes 02/24) had most of 2024/25 budget discussed at Finance Committee meeting and that some sums annotated on the minutes were to be discussed at full council in January. This followed on from the 8th November 2023 Finance meeting when some figures were referred to the Recreation Committee. The final precept figure has to be agreed at full council to be legally compliant before the precept can be submitted. As the 11th January Council meeting was quorate for the decision, the provisional Council meeting scheduled for 25th January 2024 was cancelled. Cllr Collier added he felt that reducing the precept to less than last year's amount was not considering inflation increases and it was not acceptable to reduce the precept whilst issues of poor maintenance and repairs and insufficient defibrillators. Cllr Collier also highlighted that the Leven Estate children's play area and equipment is in general poor condition and needs attention.

04/24 INSURANCE RENEWAL

The second year of a three year agreement with Hiscox, Renewal not due until March 30th 2024. The Committee and Clerk looked at the renewal questionnaire. Question about why playground equipment insured for a nominal £1 sum for damage, although covered with public liability. It was recollected that in the past the premium quoted for loss or damage was exorbitant compared to the likely loss on any one event given the dispersed locations of the play equipment. The Clerk had contacted the insurers regarding the new adult gym equipment for St Margarets currently on order to be added to the policy and was advised that it cannot be added until installed and full responsibility of the Parish Council, and that it would not need admin costs to add. Clerk to contact Hiscox again to confirm the cover of the older equipment. Another query regarding the office insurance and contents as the office building itself is rented. Clerk to contact the landlord to confirm insurance expectations to ensure E&EPC is not under/over insured.

05/24 ASSET REGISTER AND MANAGEMENT TOOL ASSET TIGER

Cllr Snaith following extensive research identified a management tool called Asset Tiger which could manage all asset information such as Asset / warranties/ historical info/location/maintenance routines and much more. He presented the information live on screen so that the Cllrs could have a good insight into how it worked and potential. The tool had already been presented to the Asset Register working team earlier in the month and the information had actively been input to test the system. It can also be set up for all Cllrs to access however would have admin controls for changes. Cllr Fletcher and Cllr Collier were impressed with its capability and agreed it should be used.

06/24 RISK ASSESSMENT

The risk assessment reviewed last year was circulated prior to the meeting. It needs a couple of updates ie. Church Floodlights which are due to be removed. There was a question mark against the H&S policy, Cllr Snaith said he would take a look and see if it needs updating. Cllr Collier suggested comparison with other parish Councils for the Risk Assessment, the Clerk believes the format used is a recommended NALC template but will check.

07/24 POLICY AND PROCEDURE REVIEWS INC. GRANT AWARD POLICY AND FINANCIAL REGS.

The Clerk had checked with the local NALC Branch with regards to Financial Regs as according to NALC they are currently under review as at Oct 2023. Cllr Fletcher reminded the committee that the Standing Orders carries the Financial Regs and they both need to be updated. Agreed to monitor the update and review if or when any recommendations are received nationally.

The Grant Award Policy was due for review. The Clerk has looked at a few national Parish Council Awards policy for comparison as the current Policy is compliant however it does not include the end confirmation of use of the grant and if the spend compares to the grant. Whilst referring to the 1972 Local Government Act it was clear that other Councils had more conditions within their policies and the Clerk wished to find out if conditions and eligibility for grant awards were based on the regs of the Act. It was decided that the Clerk would contact the local branch of NALC to see and if need to ask local Clerks of there policies and how their conditions were based.

08/24 ANY OTHER FINANCE BUSINESS

HSBC are to update their T&Cs, the T&Cs were previously circulated, they come into effect 9th Feb 2024

Cllr asked about the upkeep of Footpath no. 6 and the publishing of the next Rights of Way Improvement Plan due to supersede 2018-2023. It needs referring to the Recreation Committee but the Clerk will seek an update before the next council meeting 8th Feb 2024.

Finance Committee minutes to be presented to Council 8th February 2024.

The meeting closed at 9.00pm

Signed:..... Committee Chairman

Date: 26/2/24