



Helsby Parish Council

18th September 2023

To: Members of the Finance Committee

You are hereby summoned to attend a Finance Committee meeting of Helsby Parish Council on Monday 25th September 2023 at 7.00pm in the parish office at Helsby Community Sports Club for transaction of the undermentioned business.

The press and public are welcome to attend. Reports referred to in this agenda are available in advance on request from the Clerk. The Clerk shall record the meeting for the purpose of assisting in taking minutes, following which the recording will then be deleted.

Yours sincerely,

Claire Jones, Clerk and Responsible Financial Officer

Members are requested to convene from 6.30pm to prepare comments to feed into CW&C's online engagement session on their new strategic plan for the borough from 2024-2028 being held on 27th September.

AGENDA

1. Public Participation. A period of up to 10 minutes for members of the public to ask questions or submit comments.
2. To note any apologies for absence. Apologies should be submitted to the Parish Clerk in advance of the meeting.
3. Declarations of Members' Interests. To receive declarations of personal, prejudicial and pecuniary interests from members relevant to items under discussion at the meeting.
4. Confirmation of Previous Minutes. To receive and confirm the minutes of the previous meeting held on 19th June 2023.
5. Clerk's report from the previous meeting not covered elsewhere in the agenda.
6. Review of grants and earmarked reserves carried forward from 2022/23 and also provided for, received and spent in the current fiscal year (see Appendix 1).

7. Review of Investment Programme (Financial Services Compensation Scheme remains at £85,000 per banking group) as follows:
 - 7.1 Co-Operative Bank – Business Select Account - £76,930.29 as at 18 September 2023;
 - 7.2 Monmouthshire Building Society Corporate Bonus 90 - £79,228.69 as at 18 September 2023;
 - 7.3 Nat West Business Reserve - £75,726.60 as at 18 September 2023;
 - 7.4 Nat West Current Account - £61,740.52 as at 18 September 2023; and
 - 7.5 Nationwide Business Instant Saver Account – £40,000 as at 18 September 2023.
8. To consider a proposal to switch the council’s current and savings accounts from NatWest to Unity Trust Bank (see attached report).
9. To note the completion of the Annual Audit for year ending 31st March 2023.
10. Budget Analysis as at 18th September 2023 (attached).
11. Review of the Council’s annual contracts (attached). To consider seeking quotes/tenders (where relevant) in advance of budget setting by January 2024.
12. Review of Section 106 money available for Helsby.
13. Review of the Council’s asset register and Fixed Asset Policy for insurance valuations and upgrades/life expectancy.
14. To consider adoption of the draft Business Plan 2023-2028 (as attached).
15. Review of the Financial Regulations.
16. Review of the Risk Assessment.
17. To consider adopting the following new financial policies: Reserves Policy, Community Grants Policy, Internal Control Policy, Anti-Fraud and Corruption Policy and Credit Management Policy.
18. Urgent Matters.
19. Date of the next meeting – 8th January 2024.

Core members of this committee are: Cllrs. O’Neill, Temple, Nicklin, Branigan and Ellams.

Claire Jones – Parish Clerk

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APPENDIX 1: Grants and earmarked reserves for identified projects (as at 18th September 2023)

Particulars	c/f 2021-22 £	Provided 2022-23 £	Usage 2022-23 £	Balance 31.3.23 £	Provided 2023-24 £	Planned Usage 2023-24 £	Expected Balance 31.3.24 £
Future burial provision	27,514	3,633	0	31,147	4,105	0	35,252
Play area improvements/upgrades	24,000	8,000	0	32,000	9,000	0	41,000
Public consultation	2,000	0	770	1,230	0	1,230	0
Sherwood Court projects	10,000	0	0	10,000	0	10,000	0
Queens Platinum Jubilee	10,000	0	9,394	606 ^a	0	606	0
Cemetery extension area design project	0	5,000	0	5,000	0	5,000	0
CIL payments	0	5,364	0	5,364	0	0	5,364
Cemetery garage roof	0	7,500	0	7,500	0	7,500	0
Wheelchair accessible roundabout	0	5,000	0	5,000	0	5,000	0
Average speed cameras	0	0	0	0	5,000	0	5,000
Helsby Community Centre maintenance	0	0	0	0	10,000	0	10,000
CW&C Covid HPC	888	0	775	113	0	113	0
Arts Council - Helsby Art of Here	1,582	1,100	2,682	0	0	0	0
CW&C Members Budget table tennis table	500	0	500	0	0	0	0
S106 reclaim - Helsby Art of Here	0	5,331	5,331	0	0	0	0
S106 reclaim - parish field lighting	0	11,590	11,590	0	0	0	0
Protos grant for CCTV	0	4,000	4,000	0	0	0	0
CW&C Members Budget defibrillator	0	1,500	1,500	0	0	0	0
CW&C Neighbourhood Pride grant	0	3,925	0	3,925	0	3,925	0
TOTAL EARMARKED AND GRANTS	76,484	61,943	36,542	101,885	28,105	33,374	96,616

^a £10 less than reported previously due to VAT reclaim amendment