



Congresbury Parish Council

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Minutes of the Finance Committee meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Wednesday 3rd May 2023** at 7.30pm.

Present: Cllrs Hill, Holland and Underwood
In Attendance: Gemma Palmer (RFO)
Members of the public or press present: 0

Meeting commenced 7:30pm

2145 Public participation

The Chairman of the Committee will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion)

Resolved: None

2146 Declarations of Interest

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the Parish Council's Code of Conduct and to consider any requests from members for Dispensations.

Resolved: None

2147 To receive apologies for absence

Resolved: None

2148 Budget 2022/23

RFO provided detailed report of income and expenditure. RFO explained report to clarify reasons for 2022/23 overspend. Recommendation of movement from general reserves.

Resolved: Cllrs noted RFO report and agreed a movement from general reserves. Cllr Holland proposed, Cllr Underwood seconded and Cllr Hill agreed.

2149 Grants

Resolved – Millennium Green Trust application has been reconsidered and, at this time, the budget figure of £5000 has been approved. Millennium Green Trust may be considered for an emergency grant(s).

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Resolved – Love Congresbury retrospective application of £500 has been approved. Cllr Hill proposed, Cllr Holland seconded and Cllr Underwood agreed.

2150 Millennium Green

Cllrs considered future planning for maintenance and repairs.

Recommended: Cllr Underwood to take the lead moving forward to liaise with other trustees and supporters, with a view to create a future financial plan for maintenance and repairs.

Resolved – Separate accounting cost centre to record all income and expenditure for 2023/24. Remaining money as at the end of the financial year to be moved to EMR Millennium Green. Cllr Holland proposed, Cllr Hill seconded and Cllr Underwood agreed

2151 Old School Rooms

Cllrs considered future planning for maintenance and repairs.

Recommended: To form a committee for the Old School Rooms (OSR), with a view to create a future financial plan for maintenance and repairs.

Resolved: As OSR is in a Conservation area, North Somerset Council to provide a structure report and quote for work deemed necessary.

2152 Bank signatories

RFO updated members the Parish Clerk has been added to create only and Cllr Underwood is an authorised signatory. Consider an additional Cllr(s) authorised signatory to be added to the account, and removal of Cllr(s) authorisation.

Resolved: Cllr Hill to be added. In light of the 2023 elections, Cllrs to be removed if no longer in office. Cllr Holland proposed and Cllr Underwood seconded.

2153 Beneficiaries

Councilors noted the time required as each individual beneficiary has to be entered onto the bank account. Previous authorisation to confirm beneficiaries has now expired due to the time limit being exceeded.

Recommended: RFO to enter beneficiaries on the bank account again in the upcoming months. Cllrs to be notified and action authorisation in time limit provided, to avoid a further removal.

2154 Finance meetings 2023/24

Resolved: The next Finance meetings will take place on Monday 7th August 2023, Monday 4th December 2023 and Monday 19th February 2024.

Meeting ended: 21.04pm

Signed: KB Hill Date: 12/6/23