

BREWOD AND COVEN PARISH COUNCIL
WITH BISHOP'S WOOD AND COVEN HEATH

**AGENDA FOR THE MEETING OF THE FINANCE COMMITTEE TO BE HELD IN THE
COUNCIL OFFICES, STAFFORD STREET, BREWOOD
ON THURSDAY 10TH NOVEMBER 2022 AT 6.30PM.**

This meeting will be recorded by the Parish Council. The Parish Council is not responsible for any recordings that may be made by members of the public, if you intend to record this meeting, please declare it now. If a member of the public does not wish to be recorded by another member of the public, please declare it now.

APOLOGIES:

To receive apologies and to approve reasons for absence.

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

To receive any declarations of interest from Members, and any requests for dispensation submitted in writing to the Clerk prior to the meeting, as required under the Code of Conduct and determined by the Localism Act 2011.

Parish Cllrs. D. M. Holmes and W. Sutton represent Locality 2 at South Staffordshire Council's Planning Committee meetings, they will therefore not vote on any planning matters brought before the Parish Council. They may remain at the meeting and any views they may express are based on the information before them at the time. These views may change in the light of further information or debate at a future South Staffordshire Council's Planning Committee meeting.

MINUTES:

To approve for accuracy, the minutes of the meeting held on 25th August 2022.

CRIME AND DISORDER ACT:

Section 17 of the Crime and Disorder Act, 1998 places a duty on local authorities to consider the crime and disorder implications when exercising its functions and to do all that it reasonably can to prevent crime and disorder in its area. Unless otherwise stated it is not considered that the resolutions to be moved herein will have any adverse impact for the purposes of the Crime and Disorder Act 1998.

1. PUBLIC PARTICIPATION:

The Chairman will move that the meeting be adjourned for a period of no more than fifteen minutes to allow any elector of the Parish or his/her representative to raise or question any issue appertaining to proper Parish Council business.

MATTERS ARISING:

- 2. Election of Chair.** To elect a Chair for this meeting. The Chair will then be decided by full Council at the meeting of the 17th November 2022.

3. **Q1 and Q2 Budget Reports.** To consider the Q1 and Q2 budget reports and review the Parish Council's income and expenditure for the first six months to end September.
4. **Journal Transfers.** To review and approve any journal transfers made to date.
5. **Document Review.** To review the following documents as recommended following the meeting with the internal auditors held on 10th October 2022: Financial Regulations, Risk Assessments, Standing Orders and the Asset Register.

Members are reminded that should there be an unqualified Clerk in post for the first meeting of the Parish Council in May 2023 the General Power of Competence will be lost and the Council must revert to using the power of s137 of the Local Government Act 1972 for any expenditure where it does not have the power to act. S137 states that a local authority may incur expenditure which in its opinion is in the interest of, and will bring direct benefit to, its area or any part of it or all or some of its inhabitants. This means that the council cannot use s137 if there is a specific power that applies to that function. There is a limit of £8.41p per head of the population and the Parish Council must record in the minutes every instance when it uses s137 to enable the auditor to check that this limit has not been exceeded.

6. **Budget and Precept Demand.** To consider plans for setting the budget and precept demand for 2023-24. In particular, to consider offsetting some of the surplus balance in this year's salaries budget of approximately £200 against the increasing in electricity and gas when the current fixed rate expires on 31 March 2023, potentially a 30% increase. The expenditure on gas for six months from Dec 2021 to May 2022 was £693 and the expenditure on electricity for the same period was £765. At least £1,000 should be ring fenced.
7. **Business Plan 2022-23.** To review and prioritise any actions required for implementation during this financial year.
8. **Grant Applications.** To consider the grant applications received. Emailed to Councillors prior to the meeting.
9. **Coven Football Pitch Line Marking.** To consider the Report produced by the Clerk with regards marking of the football pitches.

ANY OTHER MATTERS OF REPORT:

To receive any other matters of report for inclusion on the agenda for the next meeting of the Finance Committee if deemed appropriate.