

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## FINANCE COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL MONDAY 12<sup>TH</sup> SEPTEMBER 2022 at 7.03pm

### Present:

Cllr Davidson (Chairman)  
Cllr Anderton  
Cllr Hayes (Mayor ex Officio)  
Cllr Pape  
Cllr Wignall

### Also in attendance:

Cllr Connell  
Cllr Dougherty  
Cllr Kemp  
Cllr Rooke  
Cllr Stephenson

Town Clerk  
Admin Assistant

### F1/09/22 Apologies for Absence

Apologies received and accepted from Cllr Chalmers and Cllr Curley. Long term absence for Cllr F Potts was noted.

### F2/09/22 Declarations of Interest

No personal declarations of interest were received.

### F3/09/22 Actions from Previous Minutes

There were no outstanding items from previous minutes.

### F4/09/22 Chairman's Report

There was no Chairman's report in respect of this meeting.

### F5/09/22 Management Accounts

The Clerk presented the Management Accounts for **August 2022**. The Clerk reported that although the income for the Public Hall room rentals and shop rents are both well above budget, the cost of utilities for running the Council buildings are due to be well over budget for the year. The half year projection budgets will be presented at the October Finance committee meeting.

The Management Accounts for August 2022 were agreed and accepted and **RECOMMENDED** to Full Council.

### F6/09/22 Cloisters Building Repair Project

The Clerk reported that Phase 1 of the Cloisters project (West Tower) was complete, with the final costs being lower than expected. Unfortunately, because the primary use of the buildings is for business purposes, the VAT on the work cannot be claimed back. However, the grant from EDC/HE is based on 85% of the total project costs, including VAT, so the Council can claim the majority of the VAT paid out through the grant programme.

Phase 2 of the Cloisters project covers the East Tower and the Central Cloisters. This is a bigger project than Phase 1, mainly because the roof of the East Tower needs replacing. The total cost of the work is estimated at £160,000 (inc VAT). The Council has been awarded a grant of £100,000 by EDC through their Inspiring Eden Programme and have agreed to commit the shortfall of £60,000 from their reserves.

The Clerk hoped to be able to reclaim a small amount of VAT, in respect of work carried out to the central area of the Cloisters as this a public realm area and not used for business purposes.

### ACTION

All

**F7/09/22 Rising Cost of Utilities**

The Clerk reported that the gas and electricity contracts are negotiated via a central Cumbria County Council contract, who reported that although the increases are high for the year Apr 22-Mar 23, the prices are still some of the most competitive to be found. Cllr Stephenson asked about the financial impact on the Council and whether sufficient energy saving measures are in place. The Clerk informed that staff are doing as much as possible to help reduce gas and electric usage. Cllr Wignall offered to visit the Moot Hall and Public Hall to advise on energy efficiency.

The Clerk agreed to forward a copy of the recent energy efficiency report carried out by Cumbria Action for Sustainability to Cllr Wignall.

**Clerk**

**F8/09/22 Public Hall Room Letting**

The Clerk outlined some significant inconsistencies in the hire rates for regular users of the Public Hall rooms. It was agreed that a Working Party would be established to review this situation.

Cllr Anderton and Cllr Davidson agreed to join the Clerk in the Working Party and offered to research other community halls in the area to compare charges.

**Cllr Davidson & Cllr Anderton**

**F9/09/22 Councillors’ reports and items for future agendas**

Items to be brought forward to a subsequent agenda:

- Rising costs of Utilities / Energy Saving
- Public Hall Working Party

**F10/09/22 Date of the Next Meeting**

Councillors noted that the next meeting of the Finance Committee will be held in the Moot Hall on **Monday 17<sup>th</sup> October 2022 at 6.45pm.**

**All**

There being no further business the meeting closed at **7.43pm.**

AT THE COUNCIL MEETING ON: **WEDNESDAY 21<sup>st</sup> September 2022**  
THE CHAIRMAN OF THE COMMITTEE WAS AUTHORISED BY THE  
COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR  
BEING A TRUE AND ACCURATE RECORD:

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