

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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FINANCE COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL MONDAY 12TH DECEMBER 2022 at 6.45pm

Present:

Cllr Chalmers (Chairman)
Cllr Anderton
Cllr Curley

Cllr Davidson (Vice Chair)
Cllr Hayes

Also in attendance:

Cllr Heap
Cllr Kemp
Cllr Stephenson
Town Clerk
Clerk's Assistant

F1/12/22 Apologies for Absence

Apologies received and accepted from Cllr Pape, and long-term absence noted from Cllr F Potts.

F2/12/22 Declarations of Interest

There were no declarations of interest to be made.

F3/12/22 Actions from Previous Meeting

There were no actions to report.

F4/12/22 Chairman's Report

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

F5/12/22 Management Accounts

The Chair presented the Management Accounts for **November 2022**. The Management Accounts for November 2022 were agreed and accepted and **RECOMMENDED** to Full Council.

- It was noted that the Property Repairs expenditure for November included essential electrical works that were needed in Blue Poppy and the TIC exhibition room. Cllr Stephenson confirmed that electrical work should be a priority, as it is the biggest cause of fires in old buildings. Cllr Chalmers reiterated his previous request the need to compile a list of building repairs and maintenance work, which could then be prioritised according to the urgency of the works.

F6/12/22 Cloisters Building Repairs Project

The Clerk confirmed that all the scaffolding has now been removed and the builders DecUK cleared the site today. The architects are visiting site later in the week to sign off on Practical Completion, which is needed before we can submit our final claim to EDC.

The Clerk reported the project has come in slightly under budget, and it is hoped that any VAT incurred for costs associated with public realm repair works can be reclaimed. This is not a large amount, but will help to offset some of the costs.

F7/12/22 Budget for 2023-24

Cllr Chalmers presented a breakdown of the projected expenditure and income for the next financial year, which had already been distributed to Councillors. The budget reflects the costs required to enable the Council to conduct its business, which includes running the TIC, Public Hall and Public Toilets:

Expenditure:

An increase of £20,000 has been allocated in the budget for heating and lighting, due to the spikes in gas and electrical costs and a 6% increase for salaries has also been included to accommodate any national pay increases awarded for 2023-24. Other unavoidable increases included cleaning costs for the Market Arcade toilets. It was noted that the Parish Elections will be taking place in May and CALC have recommended to budget £2,000 for the running costs.

ACTION

All

Income:

As all Council retail units are fully occupied, the projected shop rental income for next year has increased by over 100%. Cllr Chalmers pointed out that the budget has been based on the expectation that no grants will be received in 2023-24, but obviously the Council will be active in sourcing and applying for any available grants.

Cllr Chalmers thanked the Clerk and Assistant for all their work in the preparing the budget and also for reducing costs wherever possible.

The exact Precept figure will not be known until January when the Tax Base and Council Tax Reduction Scheme will be made known to us by EDC.

Cllr Stephenson recommended a press release should go out at the time of the Precept announcement, showing the rationale behind the figures. The Clerk added it would also be important to highlight how much reserves the Council has spent on repairing and maintaining the Council's buildings over the past 12 months and how well this money has been spent.

Cllr Curley requested that the Council should look at more imaginative ways to boost TIC income, perhaps through online sales of merchandise. The Clerk confirmed that the TIC Manager would attend the January committee meeting to discuss visitor numbers for the TIC and listen to any Councillors suggestions.

Cllr Chalmers **RECOMMENDED** to Full Council the approval of the Budget for 2023-24. All in favour.

**Full
Council**

F8/12/22 Councillors' reports and items for future agendas

There were no reports or items.

F9/12/22 Date of the Next Meeting

Councillors noted that the next meeting of the Finance Committee will be held in the Moot Hall on **Monday 16th January 2023 at 6.45pm.**

All

There being no further business the meeting closed at **7.18pm.**

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