

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Sue Gilbertson: Town Clerk
Town Clerk's Office
Telephone: 017683 51177 Ext 3
Email: clerk@applebytown.org.uk



Town Clerk's Office
Moot Hall, Boroughgate
Appleby-in-Westmorland
Cumbria. CA16 6YB

www.applebytown.org

Finance Committee Minutes

For the meeting held in the Moot Hall

Monday 15th May 2023 at 7.45pm

Present:

Cllr Davidson (Chair) Cllr Heap
Cllr Curley Cllr Pape

Also in attendance:

Cllr Connell
Cllr Kemp
Cllr Rooke
Town Clerk, Clerk's Assistant and one MoP

F1/05/23 Apologies for Absence

Apologies received from Cllr Anderton.

F2/05/23 Declarations of Interest

There were no declarations of interest to report.

F3/05/23 Actions from the Previous Minutes

There were no actions from the previous minutes.

F4/05/23 Chairman's Report

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

F5/05/23 Year End Accounts, 2022 – 2023

The Clerk presented the Balance Sheet for the year ending 31st March 2023. Although the Council's reserves have been depleted by £58,296 this financial year, this is attributable to the Council's contribution to the two Cloisters building repair projects. It was noted that as both projects had come in under budget, the amount the Council had needed to contribute to the project costs was lower than had been anticipated. It was agreed the year end accounts were positive, especially considering the amount of repair work that has been undertaken, and the big increase in utility costs to Council buildings.

F6/05/23 Internal Auditor's Report

The Internal Auditor's Report for the year ending 31st March 2023 was accepted by the Committee. The Clerk explained that as well as this audit, the Council's final year end accounts are also prepared by Dodd & Co, and the statutory External Audit, which includes submission of the Council's Annual Governance & Accountable Return (AGAR), is carried out by a nationally appointed auditor. Cllr Davidson has also been carrying out 'soft' audits of the monthly accounts, including a bank reconciliation, which Cllr Heap has now taken on. Cllr Davidson commented on how well organised the office accounts files are.

F7/05/23 Direct Debits and Regular Payments 2023–2024

The list of Direct Debits and Regular Payments for 2023–2024 was reviewed and accepted.

F8/05/23 CALC/NALC Subscription

Councillors agreed the subscription is beneficial and the training courses should be utilised.
It was **RECOMMENDED** to Full Council to pay the subscription fee of £486.52 to CALC/NALC.

F9/05/23 Management Accounts

The Chair presented the Management Accounts for April 2023. Notable income was £2,500 from what was Cumbria County Council, to be used towards the Area Planning Group actions.

The Management Accounts for April 2023 were accepted and **RECOMMENDED** to Full Council.

F10/05/23 Councillors' reports and items for future agendas

There were no items for future agendas.

F11/05/23 Next Meeting

To note that the next meeting of the Finance Committee will be on **Monday 12th June 2023** at **7.15pm** in the Moot Hall.

There being no further business, the meeting closed at 8pm.

At the Council Meeting held on **Monday 22nd May 2023**, the Chairman of this meeting was authorised by the Committee to sign these minutes, to confirm they are a true and accurate record:
