

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Finance Committee Minutes

For the meeting held in the Moot Hall
Monday 16th October 2023 at 7.35pm

Present:

Cllr Chalmers (Chair) Cllr Davidson (Ex-officio)
Cllr Anderton
Cllr Heap
Cllr Pape

Also in attendance:

Cllr Connell
Cllr Kemp
Cllr Mycock
Town Clerk and Clerk's Assistant
Cllr Railton
Cllr Rooke
Cllr Swann

F1/10/23 Apologies for Absence

Apologies received from Cllr Curley. Belated apologies received from Cllr Potts at 7pm.

F2/10/23 Declarations of Interest

There were no declarations of interest to report.

F3/10/23 Actions from the Previous Minutes

There were no actions from the previous minutes.

F4/10/23 Chairman's Report

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

F5/10/23 Management Accounts

The Chair presented the Management Accounts for September 2023. The Clerk reported that although the heating and lighting expenditure is currently lower than expected, we have only been invoiced until the end of July. We are also going into the winter, so usage for the second half of the year will be higher. The final retention fee has been paid to the contractors for the works on the Moot Hall, although they are due to return to complete a couple of outstanding issues.

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

F6/10/23 Half Year Budget Projection

The Half Year Budget projection was presented. The TIC sales are down compared to the projected budget, this is due to combination of things - lower visitor numbers in July and August, possibly due to the bad weather, and the likelihood that more people are now holidaying abroad after Covid restrictions, and nationally the average spend is lower. The TIC manager will be attending the November Full Council meeting for an update, so will report in more detail on this. Training expenditure is over budget due to the Clerk's Assistant attending Kendal College for an Accounting Level 2 course.

The Clerk reported that it is not anticipated that expenditure would go over budget as a whole.

Cllr Chalmers highlighted the need to spend the allocated budget for Building Repairs and invest in the Public Hall. He also suggested using any underspend in the overall budget on building repairs that are needed.

F7/10/23 Annual Governance & Accountability Return for 2022-23

The Annual Governance & Accountability Return was noted and the Clerk informed councillors that all the Year End Accounts are available on the Council website. Cllr Chalmers commended the Clerk and her Assistant for receiving such a positive audit.

F8/10/23 Charity Accounts

The Clerk informed the Committee that both Hannah Kennington and Ingram Dawson Charity accounts have shares in a fund account, which were not reflected in previous year end statements, meaning that both these charities have higher balances than previously reported. Cllr Anderton asked whether any funds need to be retained in either of these accounts, as the understanding was that only the interest could be given out as grants.

ACTION: The Clerk to try and establish the original balances of the two accounts and whether Cllr Anderton's understanding about only giving out the interest was correct.

The Charity Accounts for Year End 31st March 2023 were accepted and **RECOMMENDED** to Full Council.

F9/10/23 Councillors' reports and items for future agendas

- An update on the position regarding the two Charity accounts.

F10/10/23 Next Meeting

To note that the next meeting of the Finance Committee will be on **Monday 13th November 2023** at **7.15pm**, or at the rising of the Planning and General Purposes Committee in the Moot Hall.

There being no further business, the meeting closed at 7.54pm.

At the Council Meeting held on **Wednesday 25th October 2023**, the Chairman of this meeting was authorised by the Committee to sign these minutes, to confirm they're being a true and accurate record:

Cllr Davidson
