



*Meeting (No)*      **Finance & Administration Committee (4)**  
*Time & Date*      **10am Tuesday 13<sup>th</sup> December 2022**  
*Place*                **Neston Town Hall**  
*Document*          **Draft - Minutes**

Present: Cllrs Wastell (Chair), Hudspeth, Jones and Kynaston and A Kunaj (Council Manager) and T Godfrey (Finance Manager - RFO).

<b>PART 1: Items considered in the presence of the press and public</b>	
<b>40</b>	<b>Questions and comments from residents:</b> None.
<b>41</b>	<b>Apologies for absence:</b> None. The absence of Cllr Jackson was noted.
<b>42</b>	<b>Declarations of Interest:</b> None.
<b>43</b>	<b>Minutes of the last meeting</b>
	<b>Resolved</b> that the minutes of the meeting held on 01.11.22 were considered. Amendments were made to item 35 replacement of the word 'relating' with 'relation'. Item 35b 5, regarding the allotment, this should include the words 'and the creation of a play area'. The Chair signed the minutes.
<b>44</b>	<b>Internal Audit report</b>
	The interim internal audit report was received and the follow up actions; to include in the annual risk assessments, supplier fraud and a review of the fidelity cover was approved.
<b>45</b>	<b>Budget setting 2023/24</b>
a	<p>The request from Council to scrutinise the Council's Earmarked reserves as part of the process when considering the overall precept calculation was considered.</p> <p>The committee recommend amendments for the Council's EMRs;</p> <p>327 TH/Market to reduce by £3K leaving available £8,835</p> <p>328 Notice Boards £200 to be used instead of increase budget (4315 requested £3K)</p> <p>333 New Homes Bonus £2,256 to be used to replace boards providing £2,456 in EMR</p> <p>334 TH/Market £25K reduced by £10K leaving £15K</p> <p>336 Pop-up Banner £700 reduce to nil</p> <p>339 Queens event £1,331 to be used for Coronation (4367 +£6k=£7,331)</p> <p>An overall EMR reduction of £13,700.</p>
<b>Chairman's initial and date</b>	

b	<p>The report FA4/45 was considered</p> <p>The committee recommend amendments for the requested committee budgets:</p> <p>4180 Allotments from £5,500 to £1,500</p> <p>4135 Notice Board from £3K to £500 (EMRs held £2,456, making £2,956 available)</p> <p>4367 Coronation from £10K to £6K (EMR £1,331 held, making £7,331 available)</p> <p>4414 Kitchen Equip from £1,500 to nil</p> <p>4131 A&amp;E Management from £4K to £3K (a reduction of one enhanced market event)</p> <p>4232 De-silting from £6K to nil</p> <p>An overall budget reduction of £19,000</p> <p>The committee recommends that the Ranger post is deferred</p> <p>The committee recommends that to meet the other staff implementation costs, that the projected overspend of £5,900 is taken from the Council's general reserves.</p> <p>The committee recommendations that to meet the Council's financial requirements for the financial year 2023/24 that application for a precept request of £350,320 be made.</p>
<b>46</b>	<b>Date of next meeting</b>
	Members noted the next scheduled meeting date of 07.03.22 at 10am.

Meeting closed at: 11.55am

**Signed**\_\_\_\_\_ **Dated**\_\_\_\_\_