



Moulton Parish Council

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MINUTES

Minutes of a meeting of Moulton Parish Council Finance Committee held on
Thursday 7th April 2022 at 7.30pm

Present: Cllr Angela Capstick, Cllr John Harding, Cllr Nick Jennings, Clerk to the Council

The meeting started at 7.30pm

1	Apologies – None
2	Declarations of Interest – None
3	Minutes <ul style="list-style-type: none">• To approve the minutes from the previous meeting held on 6th January 2022 <p>It was agreed that the minutes were an accurate record of the meeting and were signed by the Chair.</p> <p>Proposed by Cllr Capstick. Seconded by Cllr Harding. Resolved</p>
4	2021/2022 Financial Year <ul style="list-style-type: none">• Review the expenditure for 2021/2022 <p>The committee reviewed the following reports:</p> <ul style="list-style-type: none">• 2022-03 Detailed Receipts & Payments by Budget Heading 31.03.22• 2022-03 Trial Balance for Current Year• 2022-04-01 Bank Statement page 354 <p>A query was raised about a number of items which were categorised as “miscellaneous”. The expenditure was confirmed from the Rialtas software and accepted as being correct. However, one item of £1720 for benches will be recoded against the CIL nominal code of 4735.</p> <p>It was also requested that the fruit trees be purchased for Weaver Road (using the money paid as compensation for vandalism to the original trees) and planted as soon as possible.</p> <p>Motion: To accept the provisional year end financial reports for Moulton Parish Council Proposed by Cllr Jennings. Seconded by Cllr Harding. Resolved</p>
5	2022/2023 New Financial Year Budget and Planning <ul style="list-style-type: none">• Discuss the budget and proposed expenditure for 2022/2023 <p>It was noted that the budget set in January for electricity use is insufficient given the recent increase in prices and that the direct debits for both accounts have been increased. However, as work is in progress to possibly change suppliers and reduce costs, the budget will not be changed until the next review.</p> <p>Motion: To approve the projected expenditure and budget for 2022/2023 Proposed by Cllr Harding. Seconded by Cllr Capstick. Resolved</p>
6	Clerk’s Salary <ul style="list-style-type: none">• Confirm SCP banding for Clerk’s salary• Approve letter of confirmation for SCP scale and cost of living increase• Confirm pension entitlement <p>A letter of confirmation of salary was signed by the Chair to be put on file and it was agreed that the Clerk should</p>

	<p>initiate pension payments immediately.</p> <p>Motion: To approve the salary banding and pension for the Clerk Proposed by Cllr Capstick. Seconded by Cllr Jennings. Resolved</p>
7	<p>Asset Register</p> <ul style="list-style-type: none"> To review the Moulton Parish Council asset register <p>It was noted that some items were missing from the asset register (e.g. the CCTV at MPF and the most recently purchased benches) and it was agreed that the Clerk would cross-reference expenditure against the asset register to confirm that it is fully updated. A report is to be circulated highlighting all expenditure in the previous year to confirm that the asset register is correct, and on this basis, the committee resolved the motion.</p> <p>Motion: To agree any updates to the asset register Proposed by Cllr Harding. Seconded by Cllr Jennings. Resolved</p>
8	<p>2021-22 Audit</p> <ul style="list-style-type: none"> To discuss any audit issues <p>It was noted from the previous audit report that a recommendation had been made to update the risk assessment to include supplier fraud and this will be addressed.</p>
9	<p>Moulton Drama Group Assets</p> <ul style="list-style-type: none"> To confirm the management of assets from the Moulton Drama Group <p>An application form has been completed and was signed by the bank signatories during the meeting, which will be used for the deposit of the Moulton Drama Group assets.</p>
10	<p>AOB – Next meeting: Thursday 7th July at 7.30pm</p>

The meeting closed at 8.15pm