

Minutes of the Finance, Administration and Policy Committee held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, on

Tuesday 6th April 2021

commencing at 6.30pm

Given the current Government advice in relation to public gatherings, members of the public will not be able to physically attend this meeting to observe proceedings, they will however be able to access and participate at the meeting through the use of Microsoft Teams – see Parish Council website www.campbell-park.gov.uk for details.

AGENDA

84/20

Members Present

Cllr T Baines
Cllr K Kent

Cllr T Fraser
Cllr D Pafford

In Attendance

L Bradley, Responsible Financial Officer

85/20

Apologies for Absence

Cllr T Uranta

86/20

Declarations of Interest

None

87/20

Non-Committee Members/Member of the Public present

None

88/20

Minutes of the meeting held on 2nd February 2021

Committee approved the minutes of the previous meeting.

89/20

Public Involvement – Deputations, Petitions and Questions

None

90/20

CCLA Public Sector Deposit Fund

Committee noted the information regarding the interest rates from the CCLA Webinar as provided by the Responsible Financial Officer.

91/20 Independent Financial Advice - Potential Parish Council Investment

Committee noted that the Responsible Financial Officer contacted James Ryan Thornhill Ltd to start obtaining Independent Financial Advice but was advised that they can no longer assist with this matter. Mark Davies from the CCLA is working to find an alternative representative and will contact the Responsible Financial Officer in due course.

92/20 Committee Policy Amendments

Committee reviewed the policy amendments schedule and added the following: -

Standing Orders – 4d xiii. After the recommended amendment to add – *Unless already completed within the previous two years.*

Financial Regulations – 6.18 to read – *The Clerk to Council and Responsible Financial Officer both hold credit cards which are to be used when needed for online purchases.*

All other amendments were agreed and to be recommend to Council. The policies were not reviewed in 2020 as the Annual General Meeting did not take place due to the suspension of Council meetings caused by the Covid 19 pandemic.

93/20 Investment Strategy Review

Committee reviewed the amendment to the Investment Strategy to show the revised investment accounts and resolved to recommend to Council.

94/20 2022/23 Parish Council Budget/Precept Level Consultation

Committee approved the consultation letter and considered the required timeline for the 2022/23 Parish Council Budget/Precept Level Consultation, with a recommendation to send it out by 14/6/21 with a return date of 2/8/21. Committee considered and approved the inclusion of a future police priorities form as part of the consultation. Committee also considered adding a section relating to the Community Hub and resolved that it would be preferable for the officers to add this.

95/20 Landscape Equipment Review

Committee reviewed the funding received for the devolved service through the Precept and MKC grant and recommend to Council to set up an earmarked reserve of £25,000 for each year in future budgets from 2022/23 as both a contingency and forward plan for the acquisition of replacement/new equipment after an initial 5 year period.

96/20 Renewal of Professional Indemnity Insurance Policy

Committee noted that the Professional Indemnity Insurance Policy has been renewed as it is a requirement of the devolved landscape service contract, at a cost of £750.00, with Hiscox Insurance.

97/20 Income & Expenditure Report to 31st January 2021

Committee accepted the detailed Income and Expenditure report as at 31st January 2021.

- 98/20 Income & Expenditure Report to 28th February 2021**
Committee accepted the detailed Income and Expenditure report as at 28th February 2021.
- 99/20 Balance Sheet to 31st January 2021**
Committee noted the Balance Sheet as at 31st January 2021.
- 100/20 Balance Sheet to 28th February 2021**
Committee noted the Balance Sheet as at 28th February 2021.
- 101/20 BACS, Direct Debit & Standing Order Payments to 28th February 2021**
Committee noted the schedule of payments made from 1st January to 28th February 2021.
- 102/20 Date of Next Meeting**
Tuesday 4th May 2021