

A meeting of the Finance Working Party was held in the Village Hall, Station Road, Countesthorpe, on Wednesday 13th March 2024

Present: Cllrs M Smith, M Gillespie, P Mount, K Pearce, W Read and S Turner.

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

1. Apologies for absence, if any
There were no apologies for absence.
2. To receive disclosures of interest
There were no disclosures of interest.
3. To verify accounts for payment
It was recommended to approve the accounts for payment for the Parish Council and the Village Hall.
4. Review budget and expenditure
The budget as at 29th February 2024 was received and all was in order.

It was noted that the new garage door had now been installed.

It was reported that the claim which had been made with the insurers for the second break in of the cemetery storage facility had now been settled and the payment of £1339.17 received accordingly.

Initial costings had been obtained for the 1000 hour service of the John Deere, with it being on 730 hours at present. Additional information would be sought before being discussed further at a future meeting of the Finance Working Party.

Recommended for approval

To proceed with placing the order with Farol's to replace the John Deere mower gearbox, following their inspection of the deck, at a cost of £3535.

To proceed with placing the order for the repair of the internal library door, at a cost of £2450, and to investigate possible funding options before further considering the quotation received for the external library doors. This would involve contacting Leicestershire County Council to enquire as to whether they are aware of any funding opportunities or have funding available.

To proceed with booking, with LRALC, Code of Conduct training for Councillors, the Parish Council Manager and Assistant Parish Council Manager, at a cost of £300, possibly for two separate sessions.

To approve the action of the Parish Council Manager in booking and paying for LE8 Five Brass Quintet to play at the event to mark the 80th Anniversary of D-Day, at a cost of £250.

To approve the recommendation of the Estates Working Party in purchasing six dog signs, to be located at Dale Acre and Leysland Play Area, at a cost of £222.50.

5. To discuss the following:
 - a. Financial Standing Orders
Recommended for approval
To adopt the Financial Standing Orders with no amendments made.
 - b. Financial Risk Assessment
Recommended for approval
To adopt the revised Financial Risk Assessment. The wording had been amended in terms of the process for Councillors to approve payments in order to provide clarity.
 - c. Asset Register
Recommended for approval

For the Asset Register for 2023/2024 to be approved and signed by the Chairman. The total figure of assets would be incorporated into the Annual Governance and Accountability Return for the year ended 31st March 2024.

6. Write off Cheques

- a. Cheque Number 4439 dated 14th September 2023 £150 – refundable deposit
Recommended for approval

To write off unpresented cheque number 4439, dated 14th September 2023 for £150, as it has surpassed six months since being issued.

7. Investments

Recommended for approval

To transfer the sum of £30,000 from the Lloyds Current Account to the Unity Instant Access Account, following a review of the balance of accounts.

8. Library door remedial works – to receive quotations

This item was discussed under item 4 – Review budget and expenditure.

9. Grant Aid

There were no grant aid applications received.

10. S106 payment

It was reported that the S106 application for the installation of cremation plots in the new cemetery had been submitted and was due to be reviewed at Blaby District Council's next meeting.

11. Correspondence

- a. Countesthorpe Bowls Club

Correspondence had been received from the local Bowls Club requesting assistance with funding. More information had been requested however no response had yet been received.

12. Matters arising for information purposes

There were no matters arising.

13. Date of next meeting

The date of the next meeting is scheduled for Wednesday 10th April 2024 at 10am.