

KIRKBURTON PARISH COUNCIL
MANAGEMENT & FINANCE COMMITTEE

Minutes of the Meeting on 19 January 2024 held at Burton Village Hall.

The following recommendations were adopted with the exception of Minutes MF14 and MF16, which were sent back to the Committee for re-consideration.

Present: Cllr J Taylor in the Chair

Cllrs B Armer, R Bray, P Brook, J Cowan, D Knight, B Smith and P Taylor.

Min MF9 Election of Minuting Secretary

Resolved: To elect Cllr J Taylor to take the minutes of the meeting.

Min MF10 Apologies and Declarations of Interest

Apologies were received from Cllrs M Carthy, D Hardcastle and Mrs A Royle.

Cllr J Taylor declared an interest in Kirkburton and Highburton Community Association, as he is a Trustee.

Min MF11 Public Participation

No members of the public addressed the Committee.

Min MF12 Admission of the Public

Resolved: To hold the meeting in the public session.

Min MF13 Eco Grants to Schools

Recommendation: That the Council discontinues the Eco Grants to Schools scheme and encourages community groups to work with schools, and for them to apply through the normal grants scheme for environmental projects.

Min MF14 Accounts 2023-24 *(Not adopted)*

Members noted the budget analysis statement covering the period 1 April to 30 November.

Recommendation: That the Council makes the following virements:

£6,500 from Elections to the allocated reserve for Parish Council Elections

£80 from Chains of Office to the allocated reserve for Chains of office

£2,012 from Grange Moor Allotments allocated reserves to the general reserve

£42 from Hanging Baskets allocated reserve to the general reserve

£11,870 from Parish/Environment Projects allocated reserve to the general reserve.

Recommendation: To make the following adjustments to the projected expenditure to the year-end, as follows:

To reduce Maintenance by £2,000 to £747.14.

To reduce the Rent by £500 to £1,500.

To reduce Civic Functions by £1,000 to nil.

To reduce Village Improvement Funding by £6,000 to £3,805.05.

Min MF15 Annual Budget / Precept 2024-25

Members considered the draft budget issued with the meeting papers.

Recommendation: That the Council accepts the budget proposals with the following amendments, when it is considered under a separate agenda item at the February Council meeting:

Expenditure

Employment – increase to £50,000
Insurance – reduce to £950
Office Equipment – reduce to £850
Training – reduce to £500
Noticeboards – reduce to nil and remove the budget line
Small Annual Grants – increase to £17,000
General Grants – increase to £45,000
Hanging Baskets – reduce to £6,000
Kirkheaton Churchyard – reduce to £5,000
Village Improvement Funding – increase to £12,500

Income

Allotment Rents – increase to £500
Bank Interest – increase to £4,000
Precept – increase to £153,000

This budget sees effectively a nil increase in the precept with the figure merely being rounded in line with the agreed practice.

It was also agreed that the Chairman would arrange for the next meeting to have an agenda item which looks at the Capital Funding of £4,055.31 and how this could be used to fund any essential works to assets like Kirkheaton Churchyard Wall, rather than using revenue funding.

Min MF16 Meeting Dates *(Not adopted)*

Recommendation: That the dates of the Committee meetings for the next municipal year 2024-25 be set for the second half of the month following the end of the quarter, so that there is an opportunity to review the quarterly spend and make any adjustments required.

The dates suggested are:

Thursday 18th April 2024
Thursday 18th July 2024
Thursday 17th October 2024
Thursday 16th January 2025
Thursday 17th April 2025

The Chairman then closed the meeting.