

# KIRKBURTON PARISH COUNCIL

## MANAGEMENT AND FINANCE COMMITTEE

### Minutes of the Meeting on 25 July 2024 held at Burton Village Hall.

Present: Cllr J Taylor in the Chair

Cllrs B Armer, R Bray, P Brook, M Carthy, J Cowan, D Hardcastle, D Knight and B Smith

Officer in attendance: Mrs L Howatson, Governance Support Officer, Kirklees Governor Clerking Service

#### **MIN MF3      Apologies and Declarations of Interest**

Apologies were received from Cllr P Taylor.

As Chairman of Shepley Village Association, Cllr J Taylor declared an interest in the Shepley Village Association project listed in the breakdown of VIF Allocated Reserves.

As Treasurer of Shepley Village Association, Cllr Cowan declared an interest in the Shepley Village Association project listed in the breakdown of VIF Allocated Reserves.

#### **MIN MF4      Public Participation**

No members addressed the Committee in advance of the meeting.

#### **MIN MF5      Admission of the Public**

**Resolved:** To hold the meeting in the public session.

#### **MIN MF6      Accounts 2024-25**

Members noted the budget statement covering the period 1 April 2024 to 30 June 2024.

**Recommendation:** That the Council makes the following virements:

£6,500 from Elections to Allocated Reserves

£200 from Chains of Office to Allocated Reserves

#### **MIN MF7      Allocated Reserves**

##### **Recommendations:**

To make the following adjustments to the allocated reserves as follows:

To transfer £200 of the £565 for Data Protection to office equipment. To transfer the remaining £365 to general reserve.

The Clerk and the Chairman of the Land and Property committee to get a better understanding of the £1,699.00 in allocated reserves for Maintenance by the next committee meeting.

An Action Tracker be developed to track all actions from committee meetings. This will ensure transparency and efficient task management.

The Chairman then closed the meeting.