

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE  
OF BERTSTED PARISH COUNCIL. HELD at 19:00 ON TUESDAY 22 NOVEMBER  
2022 AT BERTSTED JUBILEE HALL, CHALCRAFT LANE, PO21 5TU.**

**Present:** Cllrs. R. Dear, K. Greenway (7.15pm), P. Hastings, D. Lainchbury (Committee Chairman) J. Spencer, D. Thompson, A. Van Koolbergen (Vice Chair) and Mrs Holcombe - Clerk and Responsible Financial Officer (RFO).

**22262 Apologies for Absence** None.

**22263 Declarations of Interests**  
Members were reminded that should interests arise during the meeting they should be declared at that time.

**22264 Public Session** None.

**22265 Minutes of the Meeting of the 27<sup>th</sup> September 2022**  
**RESOLVED** that the Minutes of the meeting of the 27<sup>th</sup> September 2022, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

**22266 Matters Arising from the Minutes** None.

**22267 Reserves**  
The Clerk/RFO had previously circulated the current reserves. Members were asked if they had any questions or proposed any changes.  
Members approved the statement of reserves previously circulated.  
**RESOLVED** to approve the current reserves with no changes.

Cllr Greenway joined the meeting at 7.15pm.

**22268 Budget 2023-2024**  
Cllr Lainchbury gave an overview. Clerk/RFO as per her memo, explained to Members the impact the recent NALC increase has on CC1 staffing costs for 23/24. Clerk/RFO explained that the contingency set allows for the 2022-23 increase and the appraisal potential increase of 1 Spt per current employee in 2023, but not any for a NALC 23/24 increase, as at present this is unknown. All Members were given the opportunity to comment or ask questions.  
Cllr Greenway enquired if it is possible for the current 23/24 budget to incorporate the increase to CC1 by increasing the hall income forecast and remain at 9.40%. Members considered this and approved that Clerk/RFO added this to CC1 and looked at the cost-centres and income forecast again to incorporate this so the budget would not increase further but remain at 9.40%.

Clerk/RFO informed members that approximately 1,200 is expected from the Energy Bill Relief Scheme so this can be factored in and confirmed that she had considered this as an option and agreed to increase the hall income forecast as it has gradually picked up this year, but she remains cautious in her forecast due to current climate.

Clerk/RFO also reminded those present that the total is not allowed to change once ratified by Council, but the Financial Regulations do allow movement within the cost-centres with Council approval, so should it become necessary the cost-centres can be reviewed again next year after Elections.

Cllr Hastings requested that rather than weekly increase figures being quoted he would prefer that annual increase figures are quoted, as in his view this is clearer. Cllr Greenway requested that again this year we be prepared with a statement to explain the reasons for the increase and could hall charges be looked at before future budgets are approved. Cllr Lainchbury reminded Members that a NALC directive has been received to report the precept annual changes in monetary terms not percentages and he would prepare a statement.

Members recommend to Council that Budget A equivalent to an annual increase of £3.18 on 22/23, (9.40%) is approved.

**RESOLVED** to recommend to Council for approval at the December meeting.

#### **22269 Bersted Parish Council Expenditure Report**

The Clerk/RFO had previously circulated the current spend for Members to approve. Members reviewed this information and approved the report.

**RESOLVED** to approve the current report for November 2022.

#### **22270 Financial Regulation 2.2**

The Clerk/RFO informed members that in line with the Financial Regulation 2.2, a quarterly inspection had taken place on 11<sup>th</sup> October by Cllr Lainchbury Chairman of the Finance & General Purposes Committee and Vice Chair of Finance Cllr A. Van Koolbergen, all was found to be in order.

#### **22271 Correspondence**

Arun DC CIL Monitoring form.

NALC E02-22-23 Salary award.

WSALC/NALC subscription cost advisory for 2023/24.

CCLA change of notice period for the LAPF account, now 6 months' notice required.

Energy Relief Scheme entitlement of approximately 1,200.

#### **22272 Urgent Matters None.**

**There being no further business the Chairman closed the meeting at 19:54**

Signed ..... Chairman of the Committee Date .....



**LOTTERY FUNDED**