

Landewednack Parish Council

Minutes of the Asset Management & Finance Committee Meeting held on Wednesday 3rd November 2021 at Landewednack Community Primary School

Present: Cllrs A Singleton , S Wheeler, N Rowe.

In Attendance: The Clerk

21/22 - AMF 1 Election of Chairman: To elect a Chair for the Committee

It was **Resolved** to elect Cllr A Singleton as Chair

21/22 - AMF 2 To receive and accept apologies:

It was **resolved** to accept apologies from Cllr B Kessell

21/22 - AMF 3 To receive Declarations of Interest: To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

Cllr S Wheeler declared a personal interest in The Green

21/22 - AMF 4 Public Participation: To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

There were no members of the Public present.

21/22 - AMF 5 Budget Report: April – September 2021:

Cllrs went through the budget report in detail and discussed the continuing difficulties of budgeting during a challenging time of Covid-19. A series of works has been scheduled, however weather and high tourist numbers in the summer has meant that some of this work has been delayed and will be completed as soon as practicable

21/22 - AMF 6 Budget 2021/22: The Clerk to report on the current budget. Cllrs to consider any recommendations to the Council re changes in the budget.

The Clerk had prepared a report setting out the projected outturn for the year end. Cllrs went through the report in detail. It was **resolved** to vire funds from the Insurance and Election budgets to Groundworks and Salary budgets. The revised current budget to be presented to the Council when considering the budget proposals for 2021/22

21/22 - AMF 7 Budget 2022/23 To consider a draft budget for 2022/23

The Clerk circulated a draft budget and the Cllrs went through this in detail. It was **resolved** that the proposed budget, with agreed amendments be presented to Council for consideration in November.

21/22 - AMF 8 Precept 2022/23 To consider a proposal to Council re the Precept request for 2022/22

It was noted that the increase in numbers of houses in the village had resulted in a lowering of precept last year. It is likely that this situation will occur again. Government inflation estimates indicate a future rise in costs which will impact upon the services provided by the Parish Council. Councillors discussed this at length, and unanimously **resolved** to present a proposal to increase the precept level to £24,500.

Signed.....Date.....

Landewednack Parish Council

- 21/22 - AMF 9 Internal Audit 2022/23:** To consider arrangements for the Internal Audit 2022/23
- It was **agreed** to re-engage the existing internal auditor for 2022/23, if available.
- 21/22 - AMF 10 Bank Accounts and the Investment of Reserves:** The Clerk to report
- The Clerk reported upon the current low interest rates. A reasonable proportion of the funds currently in reserve will be spent as soon as contractors are available to complete the work. It was **agreed** to maintain the existing arrangements.
- 21/22 - AMF 11 Toilets:** To consider any action required in 2022/23
- The Parish Council intends to re-open the toilets in Spring 2022. It was **agreed** that maintenance work will be completed in the meantime. Covid related restrictions are likely to continue into 2022/3 with the associated increase in costs. The committee advises the Council to go out to tender in the Spring for cleaning contractors, as is required by the Financial Regulations.
- 21/22 - AMF 12 Cemetery:** To consider any action required in 2022/23
- It was **agreed** that the Cemetery record map will be digitised and updated. Any other matters arising will be brought to the full council for approval.
- 21/22 - AMF 13 The Green:** To consider outstanding issues relating to the Green and any action required in 2022/23
- A schedule of work for future seasons, as previously agreed by Council is being prepared. The small green will be roped off to prevent further damage. This item continues to be included within the full Council meeting.
- 21/22 - AMF 14 Penmenner Road:** To discuss 2106 funds from 29th January 2019.
- The agreement for s106 funds from this development will expire in January 2022 when Cornwall Council may allocate them elsewhere. Having taken advice from Cornwall Community Land Trust on this matter, it was **Resolved** to ask Cornwall Councillor A Soady to intervene on behalf of Landewednack Parish Council to ensure these funds are allocated to the affordable housing development being progressed at The Triangle.
- 21/22 - AMF 15 Asset Register:** To consider updating the Asset Register
- It was agreed to update the Asset Register and Cllrs **agreed** to assist with this update.
- 21/22 - AMF 16 Recreation Ground Trust:** To consider action required in relation to the Recreation Ground Trust
- The current year's grant of £4,500 has been paid to the Trust. The Clerk will continue to liaise with the Football and Social Club in requesting information relating to events that can be noted on the Parish Calendar on www.landewednackparishcouncil.org.uk
- 21/22 - AMF 17 Repair and Maintenance Plan 2022/23:** To agree a plan to maintain the Assets on the Register

Signed.....Date.....

Landewednack Parish Council

It was **agreed** that the information required for this will be compiled as part of the asset register update and results brought to The Council.

21/22 - AMF 18 Date of Next Meeting: To be considered

February 2022, Clerk to confirm date.

Part II

In accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960 the Press and the Public will be excluded from the meeting when the Council considers legal advice from the Council's solicitors

Signed.....Date.....