

Fylingdales Parish Council

Finance Committee Meeting Wednesday 19 February 2025 at 6.15pm Methodist Church Room, Fylingthorpe

The meeting was opened at 18.18pm

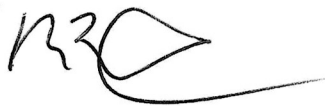
ITEM	MINUTE	ACTION
1	Exclusion of press and public: Motion to exclude press and public from the following confidential item	
2	Review of Tenders: To review Tenders for Verge & Grass/Hedge cutting and to appoint contractors for the year 01 March 25 to 28 February 26: All tenders were fairly evaluated and individually reviewed as per the Parish Council's Tender Assessment and Contractor Scoring controls. Cllr Fretwell-Kirkham proposed the Tenders from T Harland and M Hutton be accepted. Cllr Watkinson seconded the proposal. It was Resolved: the Finance Committee would propose that the Parish Council accept the Tender for Verge Cutting from T Harland and the Tender for Grass/Hedge Cutting from M Hutton.	
3	Attendance: Cllrs Fretwell-Kirkham (Chair), Watkinson and Sally Haywood (Clerk)	
4	Apologies for Absence: received and accepted from Cllr Gibson	
5	Declarations of Interest: None	
6	Approval of Minutes: Minutes of the meeting held on Wednesday 28 November 2024 were confirmed as a true and accurate record and signed by the Chair	
7	Accounts and Finance: a. To receive and note current bank balance and bank reconciliation: Cllrs were happy with the information provided and raised no queries. Copies of the bank statement and financial reports had been circulated to all Cllrs. b. To review budget -v- expenditure as at 31 January 2025: Cllrs were informed that expenditure to date now exceeded budget by £1045.05. Additional unanticipated costs had been incurred, but there was no cause for concern as there are sufficient funds in the bank account to cope with overspending in the current year. Budgets for the year 2025 – 2026 could be re-evaluated at the start of the new financial year. Cllr Watkinson informed the Clerk that the Sea Wall contribution payments were only made upon receipt of invoice. The Clerk is to ensure NYC forward an invoice prior to payment being made. In addition, Cllr Watkinson suggested it would be a good idea to link forces with RHBTA in order to work together on how funds might be raised in order to prepare for the next 10-year period of Sea Wall contributions. Discussion about this is to be added as a future agenda item. Cllr Fretwell-Kirkham raised concern about the Model Agreement coming to an end and the impact this would have on Parish Council finances and budgets. Cllr Fretwell-Kirkham suggested that a future item on the agenda should be a	Clerk Clerk Clerk Clerk

Fylingdales Parish Council

	review of budgets and expenditure on areas of responsibility currently financially supported from the Model Agreement funds received. Additional thought and planning would need to be considered, in good time before this funding ceases. Cllr Watkinson commented that the Precept had been increased by 5% last year and this year in preparation of the Model Agreement funding coming to an end. c. To review proposed change in the Financial Reporting of Toilet Cash Collections and Playground Donations: The Clerk had previously circulated a report to all Cllrs outlining a proposal. To improve internal controls and to allow for the separate accounting and reporting of these two items in the accounts, a small change in the reporting process was outlined. Cllr Watkinson proposed the Clerk's proposal was accepted. Cllr Fretwell-Kirkham seconded the proposal. It was <u>Resolved</u>: The Finance Committee would ask Parish Council Cllrs to approve the implementation of the new process. d. To approve Sally Haywood to be added to Bank Mandate as signatory and Primary User of Business Internet Banking (BIB) and to have a bank debit card: After some brief discussion, Cllr Fretwell-Kirkham proposed Sally Haywood be added to Bank Mandate as signatory and Primary User of BIB and to have a bank debit card. Cllr Watkinson seconded the proposal. It was <u>Resolved</u>: the Finance Committee would ask Parish Council Cllrs to approve this request.	
8	Date of Next Meeting: Wednesday 19 March 2025 at 5.45pm, at Wibury, Mt Pleasant North, RHB	

The meeting was closed at 18.58pm

Signed Councillor Fretwell-Kirkham, Chair



Date

19/3/25