



CLAYTON-LE-WOODS PARISH COUNCIL

MINUTES OF THE FINANCE STAFFING AND BUILDINGS COMMITTEE

HELD ON THURSDAY 19TH NOVEMBER 2020 AT 6.30PM VIA ZOOM

PRESENT: Councillor P Gabbott (Chairman)
Councillor C Billouin
Councillor C Bromilow
Councillor G Charlesworth
Councillor M Clifford
Councillor D Dowrick
Councillor R Francis (7)

IN ATTENDANCE: Mrs TD Morris (Clerk)

| | ACTION |
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| Councillor P Gabbott welcomed the Members to the ZOOM meeting. | |
| 20.30 APOLOGIES | |
| There were no apologies. | |
| 20.31 DECLARATION OF INTEREST | |
| Councillor M Clifford declared an interest as an Associate of the Wildlife Trust. Councillor C Bromilow as a Trustee of Cuerden Valley Park Trust. | |
| 20.32 TO APPROVE THE MINUTES OF THE MEETING HELD ON 7TH JULY 2020 | |
| It was RESOLVED to approve the minutes of the meeting held on 7 th July 2020 which were duly signed by the Chairman. | |
| 20.33 MATTERS ARISING | |
| The Clerk advised on the following items: | FSB |
| 20.25 FSCS The Clerk is awaiting the pandemic restrictions to be lifted. | |
| 20.25 Precept | |

Signed by Chairman.....



FSB COMMITTEE MINUTES

The total precept amount and its makeup was to be published in the upcoming newsletter and on the website.

20.28 Project Officer Pay Award

The Salary increase had been implemented.

20.34 DRAFT BUDGET 2021/22

The Members were provided with a draft budget and projected available funds for 2021/22 which had been drawn up by the Clerk and the Chairman of Finance Cllr Peter Gabbott.

The Parish Council had requested that the budget reflect the expected expenditure in 2020/21 in the hope that the restrictions of the Covid-19 pandemic may have eased during the Spring of next year so that all the expected activities/projects could go forward unhindered. This draft budget would leave a balance of some £90,000.00 in the bank plus £40,000 in reserve.

The proposed budget and available funds were then scrutinised in detail by the Members of the Committee.

There were concerns raised about the current position being quite different from the previous years.

It was explained that the budget was a framework on which the estimated spending could be based and the level of precept that would be levied against it considering reserves bank balances and CIL claims. The projected balances at March 2021 and March 2022 had already been calculated.

It was AGREED to present the draft budget for approval at the next FPC meeting subject to the precept population calculator for 2021/22 being released by Chorley Council.

Councillor R Francis offered his services to review the budget data to make it more flexible/transparent to the Members. It was requested that Cllr Francis and the Clerk liaise in the first instance to move the project forward and then report back to the Finance Committee with their findings.

20.35 4 YEAR PLAN

During the discussion regarding the budget several questions were raised about the maintenance and replacement of Parish Council assets.

Signed by the Chairman.....



FSB COMMITTEE MINUTES

Councillor P Gabbott explained that the Parish Council would have to consider a budget and plan for maintaining/replacing play areas footpaths and Christmas tree lights over the coming years.

The Clerk had provided a 15 year projection using the play areas as an example and an estimated £15,000.00 would need to be out aside each year to meet replacement costs.

There was an in depth discussion regarding the skate park which had been in place for around 15 years and was coming to the end of its natural life.

Councillor C Bromilow as Chair of Play and Leisure stated that the skate park should be considered for CIL/matched funding in order to cover the rebuild costs as soon as was practicable.

It was noted that Chorley Council had plans to install a concrete skate park in the near future and that would provide a second/different experience for the residents.

It was also noted that there were dwindling CIL resources and that the Parish Council will have to indicate what the priorities are going forward.

It was AGREED that during the Spring 2021 the Finance Committee will draw together a 4 Year Financial Plan to include future maintenance/replacement costs of the current assets.

20.36 SCRIBE ACCOUNTS DEMONSTRATION

The Chairman invited those Members who were able to stay on after the meeting to watch a demonstration the Scribe Accountancy System and the various reports which are available to the Parish Council.

20.37 DATE OF NEXT MEETING

It was agreed that a meeting would be held when deemed necessary.

Signed by the Chairman.....