

# WENDOVER PARISH COUNCIL

## Minutes of the Finance Committee Meeting

21<sup>st</sup> February 2023 at 7:30pm

St Anne's Hall Aylesbury Road Wendover HP22 6JG

**Present:** Councillors Gallagher (Chair), Bulpett, Durden-Moore, Williams and Worth

**Clerk and Minutes:** Andy Smith

**Members of Public:** 2

### 1. APOLOGIES FOR ABSENCE

**F22/74** Councillor Goodall was recorded as absent

### 2. DECLARATIONS OF INTEREST

**F22/75** Councillor Williams declared an interest in the grants being on the committee of Wendover Action Group

Councillor Worth declared an interest in the grants being on the committee of Wendover Memorial Hall

It was RESOLVED that these councillors would not be present and would not vote on those specific grant discussions.

Councillor Durden-Moore had notified the clerk in advance with a potential interest in the grant of Citizens of the World. It was NOTED that this is a personal interest, as outlined in our code of conduct and it had been agreed by the Proper Officer that Councillor Durden-Moore would contribute to the discussion but not be allowed a vote.

### 3. PUBLIC PARTICIPATION

**F22/76** A member of the public representing Wendover And Villages Ukrainian Support (WAVUS) Outlined that they had been funded by the Council and the work they undertake supporting 90 families across the local area. This includes starting a series of English lessons for families, pitched at a level that would support Ukrainians in employment situations. They outlined that they are aware of the Citizens of the World bids and are not at the meeting to object or support the bids but to outline the work of WAVUS.

A member of the public representing Wendover Dementia Support (WDS) outlined their work. They support local residents and only help people who have a referral from the Westongrove surgeries, living in their catchment area. The charity are currently helping over 50 people and their families at the moment. The group has 2 retired GPS and 2 former nurses on the team and is co-ordinated by a part time admin assistant. It is supported by 39 volunteers. The café as well as providing services for those with dementia also provides respite for family. It is a fun atmosphere with music and games. Many of the families deal with extreme hardships and the Monday café is a lifeline and is followed up with a family support group so they can discuss their loved ones case with advisors. The income is variable and have been well supported from the members of the public recently, but finances do vary and the Charity are finding they are having to fill a gap created by the lack of funding for NHS advice and services.

It was NOTED that there is another group called Dementia Alliance (DA) which is not a part of the WDS. It was explained that at a simple level WDS undertakes the practical help and the DA undertakes the liaison and strategic discussion. The two groups are not linked but complement each other.

The committee offered their thanks to both groups for what they do for our community.

#### 4. MINUTES

**F22/77** The minutes of the meeting of 6<sup>th</sup> December 2022 were considered. The minutes were **RESOLVED** as a true record to be signed by the Chair

#### 5. CLERKS REPORTS AND CORRESPONDENCE

**F22/78** It was NOTED that all reports and correspondence were agenda items

#### 6. GENERAL REPORTS

a) **To review the I&E report, EMRs and balance sheet for Jan 2022.**

**F22/79** The Clerk highlighted and explained some key variances but that the Council is looking to come within budget for the year. The reports and variances were NOTED

b) **To review the over £500 report and VAT claim for Oct - Dec 2022**

**F22/80** The reports were NOTED

c) **To review the bank reconciliations and statements for Oct - Dec**

**F22/81** The reports were NOTED

d) **To review reports on the changes to assets**

**F22/82** The reports were NOTED

e) **To receive an update on project costs up to Jan 2023**

**F22/83** The updates were NOTED

f) **To review the Flagstone account statements**

**F22/84** The report was NOTED. It was **RESOLVED** to send round a report outlining current interest rates after meeting

f) **To receive an update on the LGPS pension fund deficit and cessation value**

**F22/85** The email report, previously circulated, was NOTED. It was further NOTED that the liability is currently looking slightly better than previous estimates.

#### 7. OTHER MATTERS

a) **Internal audit Jan 2023**

**F22/86** i) **To note the internal audit report**

The report was NOTED – and the committee expressed congratulations to the Clerk for managing the process

**F22/87 ii) To consider the response to the internal audit and resolve to make changes to the financial regulations**

The paper was discussed and it was **RESOLVED** to accept all of the changes to the financial regulations set out in the paper.

**8. APPLICATIONS FOR GRANTS**

**a) Major Grant requests**

The grants were discussed individually, and it was resolved which grants to support. The committee then looked at levels of funding given the budget. It was NOTED that the form would be changed for future bids to clearly identify that grants would not be offered to cover ongoing operational costs.

**F22/88 i) Wendover Dementia Support**

It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the full amount of £5000

**F22/89 ii) Citizens of the world – language courses**

Both bids from Citizens of the World were considered very carefully as they were both supporting worthy causes. It was NOTED that we could not support 2 bids for the maximum amount to the same organisation. There were further questions as to some of the information provided in the grant bid, which included that they had 1500 volunteers. It was also NOTED that this is a new company that was registered as a Community Interest Company on 6<sup>th</sup> Feb 2023, we have not received a copy of the public liability insurance. It was NOTED that the bid seemed to be to cover running costs rather than specific items or projects which is what the Council prefers to award grants for, although there were items in the bid that fit those criteria. It was further NOTED that there is a potential that the Parish Council could be funding 2 organisations that duplicated services to Ukrainians in the area. It was finally NOTED that whilst attending the meeting was not compulsory it would have helped this bid as they were a new organisation. Given these considerations it was **RESOLVED** that it was too soon in the organisations operations to be able to offer a grant, but it did not discourage future applications.

**F22/90 iii) Citizens of the world – help to work**

This was considered as a part of the previous discussions and as above it was **RESOLVED** that it was too soon in the organisations operations to be able to offer a grant, but it did not discourage future applications.

**F22/91 iv) St Mary's Church**

The advice on payments to Churches as discussed at Parish Council on the 7<sup>th</sup> February was reiterated by the Clerk. It was NOTED this bid was primarily for the community benefit and improved much needed community facilities for residents irrespective of their faith. It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the amount of £4000.

**F22/92 v) Wendover Action Group – Community Transport**

It was NOTED that the community bus provides transport to supermarkets and health centres and hospitals for residents who find it difficult to travel, do not have a car or travel to places not served by public transport. It was NOTED that this was for running costs and that the Parish Council had already informed the organisation that grants were not for that issue. However, it was further NOTED that this bid was to cover a shortfall caused by Covid and that this was a one off situation. It was **RESOLVED** to fund this bid as it is a worthy cause, but to inform the organisation that it would not support any further bids for running costs. It was then **RESOLVED** to award the amount of £2000.

**F22/93 vi) Wendover Memorial Hall**

It was NOTED that this was a thorough proposal for a specific item. It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the amount of £4000.

**b) Minor Grant requests**

**F22/94 i) Jack in the Box**

It was **RESOLVED** to fund this bid as it is a worthy cause. However there was concern that the bid contained no details as to what and how many replacement gardening containers the requested amount would fund. It was **RESOLVED** to go back for more details about what the £936 would cover and consider at the next Parish Council meeting.

**F22/95 ii) Wendover Canal Trust**

It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the full amount of £350 to come from this years budgets and be paid immediately

**c) Standing Grants**

**F22/96 i) Wendover Youth Centre**

It was **RESOLVED** unanimously to continue this grant of £7000 as it is a worthy cause.

**F22/97 ii) St Mary's Church - Churchyard**

It was **RESOLVED** unanimously to continue this grant of £7000 as it is a worthy cause.

**9. ITEMS FOR NEXT AGENDA**

**F22/98** The outcome of the Jack in the Box bid will be noted at the next Council.

**10. DATE OF NEXT MEETING**

**F22/99** Tuesday 16<sup>th</sup> May 7.30pm St Annes Hall

**11. CLOSURE OF MEETING**

All business was transacted. The meeting was closed at 8:42pm

Signed by  
Chair to the Finance Committee

Date: 16<sup>th</sup> May 2023