

FINANCE COMMITTEE
THURSDAY 20th APRIL 2023 at THE ARK at 10:00 am

MINUTES

Attendees: Mrs S Hughesdon, Mrs C Jarvis, Mrs L Bannister (Clerk), Mrs C Jim (Deputy Clerk)

Apologies: Mr B Forbes

1 Bank balances/reconciliation

THPC is currently holding £164,870.45 (as at 31st March 2023). This is made up of the following balances:-

Current account	£5,206.36
Instant Saver account	£78,012.54
High Interest account	£41,224.65
Cambridge	£40,153.75
Petty cash – Ark	£100.77
Petty cash – Council	£152.29
Stripe (card payments)	£20.09

All have been reconciled and details will be given to Mrs Jarvis to check.

2 Budget

It was noted that:

- Miscellaneous Income – the majority of this is the insurance claim for the damage on the Village Green in January 2022.
- Salaries for the Parish Council came in about £4,000 under budget.
- The street light repairs and maintenance appears overly inflated because this includes the repair of the street light on the Village Green that was paid for by insurance, the repainting of the street lights (which was paid from Earmarked Reserves), and the maintenance contract (which was not budgeted for).
- All other budget headings came in under or at budget for the Parish Council.

3 The Ark

The actual income for The Ark this year was £88,639 with expenditure of £103,547. This appears overly inflated due to grants being received and spent for the redecoration and S106 works. £8,772 was spent from the Repairs and Renewals fund, meaning the deficit was £6,136. This is easily covered by the General Reserves held by the Parish Council. However, the Council should note that the Repairs and Renewals Fund needs replenishing, and the Council/ACE should consider this before committing to any non-essential expenditure.

Note that costs for the coming financial year are expected to rise along with inflation, and a drop in bookings is expected as people seem to have less disposable income.

Hire income has bounced back this year, being the first full year open following the Covid closures. As a comparison, please see data from previous years. You'll note that The Ark

struggles to cover its costs, even with a subsidy from the Parish Council. Everyone is working hard to increase bookings, but Stewards are mostly running at their maximum level meaning that more bookings will result in more staff costs. This is always a balance to consider.

Year	Hire income	Expenditure	Notes
22-23	57,999	103,547	Grants received of 28,250.
21-22	40,169	58,897	Partial closure due to Covid.
20-21	24,635	55,827	Covid year, also received grant of 26,103.
19-20	58,477	52,770	
18-19	67,428	81,663	
17-18	44,239	54,127	

4 VAT

Nearly all the income received by the Parish Council is Exempt and because of this VAT can be reclaimed if the amount of VAT paid is 'insignificant'. This means keeping the amount paid in VAT below £7,500 each year, or as an average over 7 years. The average for the Parish Council currently sits at £6,614. If it goes above £7,500 the Council may not be able to reclaim all VAT. There is no action to take at the moment, but Council should be aware of this.

5 Earmarked Reserves

£100,207.69 is held for Projects and Reserves, and £64,662.76 is held in General Reserves.

Council may want to consider moving £1,700 out of the Elections Reserve as this will not be needed now (and no more than £2,000 would have been needed anyway). It was recommended to move this to the Repairs and Renewals fund.

6 Regular Due Payments

The list of payments due in 2023-24 was approved.