

**Minutes of Shevington Parish Council
Finance Committee Meeting
Held Wednesday 1 December 2021
7:49 pm – Virtual Meeting**

Present: Councillor William McKnight (Chairman), Councillors Christopher Horridge and John Whiteley
One member of the public

Officer in Attendance: Mrs Krystyna Pilkington (Clerk)

1. Apologies

Cllrs John Ball, Ira Whiteley, Jessica Higham, Michael Grimes and Michael Crosby

2. Declaration of Interests

None.

3. Minutes of the Last Finance Committee Meeting (3 November 2021)

Resolved: The Minutes of the Finance Committee meeting held on 3 November 2021 were approved as a true and correct record.

4. Quarterly Budget Monitoring

The Budget Monitoring report was received and considered. All cost centres were currently on line. However, calculations of projected expenditure to the end of the financial year had indicated that four cost centres would in the future exhibit overspends. Virements were proposed to cover the anticipated overspends.

Resolved: The Committee recommended that the following virements from the 'Contingency' cost centre should be approved:

- a) £167 to the 'Chairman's expenses / allowance'
- b) £123 to the 'Website' cost centre
- c) £310 to the 'Memorial Park contract' cost centre.
- d) £965 from the 'Contingency' cost centre to the 'Caretaking Salaries' cost centre.

The reason behind the overspend in the 'Memorial Park contract' cost centre was discussed. The Clerk explained that it related to additional work being carried out to meet the higher specifications required when preparing the park for entry in two categories of the RHS 'in Bloom' competition.

5. Preliminary Budget Preparation 2022-23

Preliminary proposals for the 2022-23 budget were received and discussed. It was suggested that the amount set aside for the WW1 Commemoration project should be transferred from the active cost centre to a reserve of the same name. Further discussion was deferred to the Finance Committee meeting in January.

6. Risk Assessment

The risk assessment for Christmas Decorations was reviewed. At the end of November the Council had approved a trial which involved dressing a permanent tree growing on the green at Woodnook Road with battery operated lights. Permission to undertake this was being sought from Wigan Council's Greenspaces team. In anticipation of this being received a section covering work and monitoring by staff and volunteers was inserted.

Resolved: The Christmas Decorations risk assessment was approved, subject to the above insertion.

7. Financial Aid Applications

None

8. Dates of Next Meeting

15 November (Council)

Members discussed whether the next meeting should be held face-to-face or virtually and agreed that, in view of the uncertainty surrounding the potential impact of the new Omicron variant, the meeting would be held virtually.

There being no further business the Chairman closed the Meeting at 8:10 pm

Chairman