



# Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

## Minutes of the meeting of Finance and General Purpose Committee Meeting on Thursday 11<sup>th</sup> January 2024

at the Seeds of Hope, Overgreen Drive, Kingshurst, B37 6EY

**Council Members:** Cllr D Cole, Cllr S Daly, Cllr L Cole, Cllr L Browning, Cllr J Edwards,  
Cllr M Brain, Cllr J Kimberley

**Council Members Present:** Cllr D Cole, Cllr S Daly, Cllr L Cole, Cllr L Browning, Cllr J  
Edwards, Cllr J Kimberley, Cllr M Brain.

**Members of the public :** M Frampton

*Paula Coyle*

Paula Coyle

Clerk to Kingshurst Parish Council

### Minutes

1.	<b>Welcome and Housekeeping</b>	
1.1	General housekeeping  Cllr Daly and Cllr Kimberley arrived slightly late due to a misunderstanding over the F&G Meeting location. The clerk apologized for the misunderstanding.	
2.	<b>To receive apologies:</b>  None	
3.	<b>To receive members' declarations of disclosable (pecuniary and other) interests.</b>  None	

4.	<p><b>To receive and consider members' dispensation requests, if any</b> None</p>	
5.	<p><b>To approve the Minutes of the last Finance Committee Meeting held on 9<sup>th</sup> November 2023.</b></p> <p><b>Resolved:</b> That the Minutes from 9<sup>th</sup> November 2023 were accepted and signed as a true record.</p>	
6. 6.1	<p><b>Audit Reports</b> <b>External Report.</b> <b>Resolved:</b> Awaiting External Audit Report.</p>	
7.  7.1  7.2  7.3  7.4  7.5	<p><b>Finance Report November and December 23</b> Committee members were reminded that any finance questions can be raised (via email) outside of the meeting and will be shared with the Full Council. No questions will be accepted in the meeting. To date 12 questions were raised and answered outside of the meeting.</p> <p><b>Reconciliation Report</b> <b>Resolved:</b> Reconciliation Report accepted</p> <p><b>Bank Statements</b> <b>Resolved:</b> Bank statements accepted</p> <p><b>Expenditure Report</b> <b>Resolved:</b> Expenditure Report approved</p> <p><b>Questions Raised</b> <b>Resolved:</b> Questions Raised, sufficiently answered.</p> <p><b>To approve payments</b>  <b>a)To approve the payments made in November and December 2023.</b>  <b>b)To approve any other Payments that may fall due not on the previous list.</b>  <b>Resolved:</b> Payments 7.5(a) and 7.5(b) were approved.</p> <p>Cllr Daly voted against all the Finance payments and Cllr Kimberley was referred to the F&amp;G minutes 15/06/23, Item 7.</p>	

<b>8.</b>	<b>Items for consideration at Full Council Meeting</b>	
<b>8.1</b>	Report 7.3 and 7.4 <b>Resolved:</b> That report 7.3 and 7.4 above to be submitted to Full Council	
<b>8.2.</b>	<b>Budget 24/25</b> <b>Resolved :</b> Budget/Precept Notice (£60,434.00) accepted and to be signed by the chairman at Full Council meeting.	
<b>9.</b>	<b>Grants</b>  <b>Reimagine</b> <b>Resolved –</b> Application approved to fund meeting room costs 2024.  <b>Seeds of Hope (Dementia Group)</b> <b>Resolved –</b> Application approved to fund meeting room costs 2024.	
<b>10.</b>	<b>Public Participation</b> To adjourn to allow public participation. Residents are requested to give their views and question the Parish Council on items on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Full Council Meeting itself.  Public attendance 1  - None .	
<b>11.</b>	Exclusion of public and press To consider the exclusion of the public and press from the discussion of confidential items under section 1 Public Bodies (Admission to Meetings) Act 1960  None	
<b>12.</b>	<b>Date of the next meeting:</b> February 8 <sup>th</sup> 2024 at 5.30pm ( <b>Location to be confirmed</b> )	
	Finished 5.45pm	

Signed (Chair): .....

Date: .....

## Appendix

### Item 7

#### Finance Chair Report – Lee Browning

You have all received distributed information of 4 documents, bank statements, Reconciliation, expenditure reports and questions raised.

For November,

The accounts balance as at 30.11.2023 was £85,880.88. total spend for the month was £7515.05 and income was £1503.56.

For December,

The accounts balance as at 31.12.2023 was £82,020.35  
Total Spend was £4860.53 and Income was £1,000.00.

Items to do over the next month.

A check on the assets register has been conducted and sent to Full Council  
A VAT Return is due for completion by the end of January along with the precept.

### Item 8

#### Appendix – Budget 24/25

Description	Budget for 24/25	
Allowances and Clerk		
Salary	£	24,000.00
HMRC	£	12,000.00
Councillors Allowance	£	8,000.00
Training		
Clerk and Councillors	£	1000.00
Office Cost		
Rent & Utilities	£	1,000.00
Telephone / Internet / Website	£	900.00
Hardware	£	1,500.00
Software - AdvantEdge	£	1,000.00
Stationery	£	200.00
Postage	£	100.00
Meeting costs - Room hire / Zoom	£	400.00
Unity Bank Fees	£	130.00

Professional Fees		
Insurance	£	2,000.00
Audit	£	1,200.00
Payroll	£	350.00
WALC	£	1,300.00
Elections	£	1,000.00
Committees/Grants		
Events	£	11,000.00
KPC Gardens / Allotments	£	5,000.00
Grants (Finance) and Funds (Environmental)	£	5,000.00
Capital Projects / Other	£	1,000.00
<b>Total Projected</b>	<b>£</b>	<b>78,080.00</b>
<b>Expected Income</b>		
Precept	£	60,434.00
The Pavilions	£	8,000.00
Allotment Rent	£	840.00
Grants	£	-
<b>Total expected Income</b>	<b>£</b>	<b>69,274.00</b>

Precept last year	£	54,940.00
Increase in Precept	£	5,494.00
Amount of Precept (Band D)	£	30.43
Last year	£	27.66
Diff	£	2.77