

**MINUTES OF THE FINANCE AND GOVERNANCE WORKING GROUP (FGWG)
AND EXTRAORDINARY PARISH COUNCIL VIRTUAL MEETING
HELD ON THURSDAY 21 JANUARY 2021**

Present: Cllr M Lamb (chair), Cllr Anderson, Cllr Dean, Cllr France Cllr Huggett, Cllr Johnson, Cllr Sim, Cllr Simpson and Julie Hendry, Parish Clerk (acpc.clerk@gmail.com)

1. **Apologies:** Cllr Lewis
2. **Approval of Minutes:** 12 January 2021 minutes accepted as a true record of the meeting
3. **Declarations of Interest:** None received

4. **Finances**
 - a. The cheques, as listed on the agenda, to 15 January were approved for payment

5. **Updated PCC charges for burials and memorials in Cartmel Priory churchyard** (as previously circulated)
 - a. The updated Parochial fees for 2021 were noted by the Council.
 - b. The increase in ACPC fees in line with the updated Parochial fees was agreed by the Council.

6. **Parish Storage options:**
 - a. Options for discussion and recommendation to the Parish Council
Cllr Johnson informed councillors that papers stored in Cartmel institute would need to be removed in 6 months to 12 months due to the institute transferring to the Priory. Cllr Sim recommended purchasing a heavy duty shed to be installed either on the Community Centre or the Orchard, both owned by the PC. This was agreed by the Council

 - b. Project costs
£2000 was added to the budget for 2021/22 following discussion.

7. **Requests/suggestions for donations/grants/funding**
 - a. S137 and grant awarding discussion, proposals for a specific allowance in 2021/22 budget
The Council agreed to allocate £5000 from the precept and to ring-fence as a Community Grant Fund.
 - b. Walks for Health:
Cllr Johnson proposed 50% of £750 for insurance and Cllr Dean agreed to approach Cartmel Village Society to see if they would be willing to contribute the remaining 50%. **Action: BD**
Cllr Sim suggested that the PC should be acknowledged for the donation. This was agreed by the Council.
 - c. Shed for library books (£200):

It was agreed that £200 should be allocated from the 2021/22 budget.

d. Boundary (orchard/meadow) wall repair:

Cllr Sim agreed to obtain quotes for the repairs to come out of orchard paths project 2020/21 budget. **Action: SS**

8. Budget and Parish Precept for 2021/22

a. Finalise budget and agreement of projects to be funded during 2021/22

The Council unanimously adopted the budget for 2021/22 subject to some minor amendments:-

- Cottage rent increase agreed to be discussed at the next Parish Council meeting
- £20,000 added to 2021/22 budget for the cottage shed project
- £1,000 added to 2021/22 budget for river-bank Environment Agency report to be match funded by the owners of Ford House

b. Agree Parish Precept for 2021/22

The Council agreed to increase the precept for 2021/22 to £40,000 by majority decision (7-1)

9. Items for next agenda (FGWG or PC as appropriate)

- a. Rent review, Cottage
- b. Review of Asset Register
- c. Review of Risk Register
- d. Review of savings account purpose
- e. Allocation of reserves to longer term (2022/3 onwards) projects agreed by the PC

10. Proposals and recommendations to make to the next full Parish Council meeting

- a. To approve payments as listed above in section 4a
- b. To recommend that the proposed budget for 2021/22 is agreed
- c. To recommend acceptance of the proposed Parish Precept for 2021/22

11. Date of next FGWG meeting: 8th March at 7pm TBC via Zoom, sign-in details to be confirmed in advance.