

Batheaston Parish Council – Council Meeting 27th September 2022

Finance Report

Summary

AGAR and Resident Query

We have received the closure statement for the Annual Governance and Accountability Return (AGAR) of 2021/22. This statement reinforces the need for us to carry out the recommendations of the Internal Auditor, which are addressed in the Action Plan Update (Item 13.1).

We are required to make the AGAR return available for inspection by residents for a period of time of our choosing. I propose to do so for a month, which will expire on 10th October.

Financial Processes

Rachel Orme and I have continued to update the information held on Edge, the final step of which I have completed for this meeting: the Bank Reconciliation for April 2022. I expect now to be able to complete the remaining outstanding months quite quickly, to bring us fully up to date.

I have not been able to provide a **budget** and a **tracking report** for the remainder of this year, as I had hoped for this meeting. This will be circulated to Councillors in good time for the next meeting.

Administration of the Community Grant to Grow Batheaston

Council approved a grant of £500 to Grow Batheaston for the Sharing Shed at its meeting of February 2021, which was paid at the time. The funds were not fully used for this purpose, as a suitable location for the Sharing Shed could not be found. Grow Batheaston have asked that they be allowed to re-direct these funds to the planned Village Art Trail, on the coming weekend (1st/ 2nd October)

Council is **asked to approve this**.

Funding for Autumn edition of the Batheaston Times

Council will recall that its approval of funding for the previous edition of this village newsletter was given with the condition that a Group be established with the other parties involved in its production to reduce the net costs of the Newsletter. The Clerk sought to do this, but there was little engagement from the other parties (for a variety of reasons). The Batheaston Leadership Group, which oversees the production of this newsletter, did not meet between early June and 21st September. At this meeting, Cllrs Squire and McCarthy, and the Clerk, made clear that actions needed to be taken for future editions.

Nevertheless, the current edition has been produced in the same way as previous editions, without any form of sponsorship or advertising income to offset costs, and therefore:

Council is asked **to approve up to £1,350** for the Autumn edition of the Batheaston Times.

Collection of Coins from the Public Conveniences

Council is asked **to approve** the transfer of the responsibility for this from Cllr Pavlou to Cllr Lewis.

Council is also asked **to approve** delegation to allow Cllr Lewis or the Clerk to allow free use of the toilet for events or other special circumstances, notifying Council at the first opportunity.

Renewal of Insurance

Council have a copy of the information I have provided to the Insurance Brokers, Gallagher & Co., for the renewal of our insurance cover. Note that:

- This includes employee dishonesty cover (fidelity) of £150,000, as recommended by the Internal Auditor.
- The brokers have confirmed that we will be able to make changes in valuations, and addition or removal of items from insurance cover, without penalty or administration charges. This will allow us to update the valuations of items when we review our Assets.
- The policy now only needs to refer to Batheaston Parish Council; the reference to Batheaston Leisure Association has been removed.

Procurement of electricity contracts

I continue to work with Clear Utility Solutions to reprocurer our electricity contracts for the Rhymes Pavilion and the Streetlights. We are seeking new prices after the announcement of Government support last week. I will proceed with these if competitive prices are available (under the delegated authority Council gave at its last meeting, BPC 28/7/22, Item 14.1)

Richard Maccabee, Parish Clerk

27th September 2022