



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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Minutes of the Meeting of Upton by Chester and District Parish Council Finance Committee held on 11 January 2021, 7.30pm, via Cisco Webex.

Present: Cllr A Bennion, Cllr T Egerton-Parry (Chairman), Cllr J Evans, Cllr P Greenhalgh, Cllr J Houlbrook and Cllr N Poulton.

In attendance: Ms S Bull (Clerk and Proper Officer) and five members of the public.

A member of the public addressed the meeting reiterating points raised with the Clerk via email and including a request for an 'easier to read' budget document format.

1. APOLOGIES FOR ABSENCE.

No apologies for absence received, all present.

2. DECLARATIONS OF INTEREST.

No declarations of interest were made.

3. MINUTES.

Resolved: The Minutes of the meeting held on 02 November 2020 were confirmed as a correct record and will be signed by the Chairman at the earliest opportunity.

Proposed by Cllr Houlbrook, seconded by Cllr Bennion. All agreed.

4. BUDGET 2021/22.

The draft budget was reviewed in detail; the following adjustments were agreed:

- The Community Events budget will stay in place, with funds for the period 2021/22 despite the likelihood that annual events may not go ahead due to COVID restrictions.
- The pond project will be undertaken by the QE II Sub-Committee where funds are available if required.
- The reserved sum 'cycle path' fund will be reallocated to the QE II fund.
- The proposed tennis courts refurbishment program to include new fencing, access gate (with associated online booking system) and flood lights will be

funded by the existing ring-fenced sum; with the flood lighting being funded with an interest free loan from the Lawn Tennis Association. The first year repayments and the required sinking fund will be funded from the newly allocated additional QE II fund (see above).

- The Chemistry Pits ring-fenced fund will be reduced to £1,200 with the remaining £5,674 being re-allocated to reserves.
- The Cycle Path fund will re-allocate £3,000 to reserves.
- The reserve fund will be further increased in next year's budget.
- The Storeroom Conversion ring-fences fund will stay in place to be used for future alterations to the pavilion as required.
- An additional budget line will be added for Pavilion Building Maintenance; sums remaining from the current facilities 'Equipment' and Maintenance/Repair' budgets will be carried over into the new budget line.

The income section of the draft budget was discussed at length; it was agreed that under current circumstances, setting an income budget is uncertain; the draft budget proposal is based on previous years.

Resolved: The draft budget, including the actions listed above will be recommended for approval at the full Parish Council meeting on 18 January.

Proposed by Cllr Egerton-Parry, seconded by Cllr Houlbrook. All agreed.

5. PRECEPT.

Resolved: A recommendation to raise £111,380 through the Precept will be made to the full Parish Council, for the period 2021-22, supported by the approved budget.

6. FINANCE REPORTS.

Resolved: The Net Position report, Receipts and Payments and the Bank Reconciliation were received.

7. BANK MANDATE.

Resolved: The Clerk will take action to amend the bank mandate as soon as possible; this may include COVID compliant interaction for document signing.

8. DATE AND TIME OF THE NEXT MEETING.

Resolved: The date and time of the next meeting will be on 8 March 2021.