APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Finance Committee Minutes

For the meeting held in the Moot Hall

Monday 19th May 2025 at 7.43pm

Present:

Cllr Chalmers (Chair)
Cllr Anderton
Cllr Davidson
Cllr Heap

Also in attendance:

Cllr Connell
Cllr Kemp
Cllr Railton
Cllr Rooke
Cllr Turnbull
Town Clerk and Clerk's Assistant

F1/05/25 Apologies for Absence

Apologies received from Cllr Curley, Cllr Potts and Cllr Pape.

F2/05/25 Declarations of Interest

There were no declarations of interest to report.

F3/05/25 Actions from the Previous Minutes

- **Black and White Bollards**

The contractor has reported that production of the bollards for Scattergate is going well. As the Council have allocated an amount of £10,000 in this year's budget to complete the bollards and Westmorland and Furness have agreed to contribute towards them, we are now just around £1,500 short of the amount required to install the last remaining bollards in Scattergate (x100).

It was agreed and **RECOMMENDED** to Full Council that the shortfall should be met from the Council's Building Repairs budget and to proceed with the installation of the bollards at Scattergate.

F4/05/25 Chair's Report

There was no Chair's report in respect of this meeting.

F5/05/25 Management Accounts

The Chair presented the Management Accounts for April 2025.

The Management Accounts for April 2025 were accepted and **RECOMMENDED** to Full Council.

F6/05/25 Year End Accounts for 2024-25

The Clerk gave a brief overview of the Year End Accounts for 2024-25. These have been reviewed and signed off by the Internal Auditor. The Chair reported that he and the Deputy Chair of Finance had met with the Clerk last week to go through the accounts in detail and reported that there were no surprises, as the committee has been kept well informed throughout the year of ongoing expenditure. Prudent budgeting particularly on salaries and utilities and additional income received has resulted in a surplus of around £19,000. This amount goes into the Council's reserves and can be used on future building repairs and projects.

The Year End Accounts for 2024-25 were accepted and **RECOMMENDED** to Full Council.

F7/05/25 Internal Auditor's Report

The Chair commented on a very positive report and thanked the Clerk and assistant for their hard work.

The Internal Auditors report was accepted and **RECOMMENDED** to Full Council.

F8/05/25 Annual Governance & Accountability Return 2024-25– Section 1

Section 1 of the Annual Governance & Accountability Return 2024-25 was accepted and **RECOMMENDED** to Full Council.

F9/05/25 Annual Governance & Accountability Return 2024-25- Section 2

Section 2 of the Annual Governance & Accountability Return 2024-25 was accepted and **RECOMMENDED** to Full Council.

F10/05/25 Financial Regulations for 2025-26

It was noted there was only one adjustment in the procurement regulations.

The Financial Regulations for 2025-26 were accepted and **RECOMMENDED** to Full Council.

F11/05/25 Appointment of Responsible Financial Officer

It was agreed to appoint Sue Gilbertson as the Responsible Financial Officer for 2025-26. This was accepted and **RECOMMENDED** to Full Council.

F12/05/25 Direct Debits and Regular Payments 2025-26

The Direct Debits and Regular Payments schedule for 2025-26 was accepted and **RECOMMENDED** to Full Council.

F13/05/25 CALC/NALC Subscription

The CALC/NALC subscription for 2025-26 was accepted and **RECOMMENDED** to Full Council.

F14/05/25 Appointment of Internal Auditor and Accountants

It was agreed to appoint Jean Airey as the Internal Auditor for 2025-26. This was accepted and **RECOMMENDED** to Full Council.

It was agreed to appoint Dodd & Co as the year end Accountants for 2025-26. This was accepted and **RECOMMENDED** to Full Council.

F15/05/25 Grant Applications to Charity Accounts

- **Appleby Football and Squash Club**

The Football and Squash Club have submitted an application to fund new kitchen supplies, as part of a larger refurbishment project.

It was **RECOMMENDED** that the trustees of the charity accounts consider the application and decide an appropriate amount.

- **Carlisle Eden Mind**

Although Carlisle Eden Mind have submitted the application, it relates to an ongoing mental health project running at Appleby Hub in conjunction with Oaklea and Right2Work.

It was **RECOMMENDED** that the trustees of the charity accounts consider the application and decide an appropriate amount.

F16/05/25 Councillors' reports and items for future agendas

There were no items for future agendas.

F17/05/25 Next Meeting

To note that the next meeting of the Finance Committee will be on **Monday 16th June 2025** at **7.15pm**, or at the rising of the Planning and General Purposes Committee in the Moot Hall.

There being no further business, the meeting closed at 8.07pm.

At the Council Meeting held on **Wednesday 28th May 2025**, the Chair of this meeting was authorised by the Committee to sign these minutes, to confirm they are a true and accurate record:

Cllr Chalmers