



Minutes of the Finance Committee held on Wednesday 17th November 2021 at 8.20 pm in the Iron Room.

FINANCE COMMITTEE MINUTES

In attendance: Cllr Spencer Phillips, Cllr Jenny Li, Cllr Doreen Titmuss, Cllr Ian Brisley, Responsible Financial Officer (RFO) Mrs Rachel Girt

1. Apologies with Reasons for Absence

None

2. Disclosures of Interests, Dispensations, Predetermination or Lobbying

None

3. Approval of minutes

The minutes of the Finance Committee meeting held on 29th September 2020 were approved for signature.

4. Internal Audit Review

The internal audit report of 2020/2021 was reviewed in detail, further to its consideration at Full Council.

5. Budget 2020/2021

Expenditure to date against budget was reviewed & no areas of concern were identified.

6. 2022/2023 Preliminary Budget & Expenditure Considerations

1. The precept request must be submitted to Ashford Borough Council by 7 January 2022.
2. Estimated expenditure & likely project expenditure were considered for 2022/2023
3. The National Insurance increase from 2022 has been included in the budget calculations.
The cost of living pay increase from April 2021 has yet to be agreed nationally. This is applied to the NALC salary scale and is based on national negotiations with between National Employers (for local government) and three large unions. The rejected 1.75% offer has been used in calculations for 2021/2022 pay to providing a starting point for likely costs for 2022/2023.
4. The Clerk & RFO role evaluation and subsequent regrading and increase in contracted hours triggered the legal duty to provide a pension.
5. Motion to exclude the public from items 6.6 was not required, no public in attendance.
6. Confidential details regarding the pension provision were discussed with a proposal to recommend NEST pension to the Full Council.
In order to resolve inconsistent salary payment date, the standing order date is recommended to brought forward, this will avoid it falling into the next month and meet contractual obligations.

7. Proposed policy terms for the grant policy were reviewed.

It is recommended to Council that in any one financial year, any one organisation would be eligible to receive only one grant (with a maximum value of £500).

Clerk to draft policy for consideration by Full Council.

8. Revenue items proposed for review

The RFO recommended that the elements of IT provision should be reviewed. This would address efficiency and therefore time savings, ease of use, potential cost savings and better compliance with data and GDPR rules. The current set up has evolved as needs have increased over time and would benefit from considering if any improvements could be made.

The outsourced payroll provision was also recommended to be checked for value for money. The RFO recommended that this waits until after the pension has been set up.

9. Information Items

1. No further updates

The meeting closed at 8.55 pm.

Rachel Girt, Responsible Financial Officer