

BRAMPTON PARISH COUNCIL

MINUTES of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 16th APRIL, 2024** at **7.00 p.m.**

PRESENT

Councillor J. J. Harding (Vice-Chairman, in the chair)	Councillor R. Peart
Councillor J. Errington	Councillor R. Logie
Councillor T. Robinson	Councillor J. Spears

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor R. Grebby

323/23 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillor Blake.

324/23 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

325/23 DECLARATIONS OF INTEREST

RESOLVED to note that Councillor J. Spears declared an interest in any item relating to MJ Services.

326/23 MINUTES

RESOLVED to authorise the Chair to sign the minutes of the meeting held on 14th November 2023, confirmed as a true and accurate record.

ACTION: JJH

327/23 PUBLIC PARTICIPATION SESSION

There were no members of the public in attendance.

328/23 FINANCIAL MATTERS –

328/23.1 BANK RECONCILIATION TO 31ST MARCH 2024

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

RESOLVED to receive and note the bank reconciliation and balances to 31st March 2024 of £300,448.01. Checked by Councillor Robinson.

328/23.2 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the last report to the Council.

328/23.2.1 RESOLVED to note the expenditure of £11,292.99 detailed in the Appendix hereto.

328/23.2.2 RESOLVED to note the income of £4,222.31 detailed in the Appendix hereto.

(Signed) Chair.....
Date

328/23.3 EXPENDITURE TO APPROVE

There was submitted a report by the Clerk detailing expenditure to approve.

RESOLVED to authorise payment of the accounts listed in the Appendix hereto amounting to £10,234.00.

ACTION: Clerk

329/23 REVIEW OF CHARGES**329/23.1 MOOT HALL AND MARKET**

The Clerk submitted a report of charges for the Moot Hall and Market for consideration.

329/23.1.1 RESOLVED the continuation of the present charges for the Moot Hall.

341/22.1.2 RESOLVED that current charges would remain the same except for an additional charge of £30 if a stall was over 28 feet. That stalls of 28 feet, to a maximum of 30 feet, should be located to the rear of the Moot Hall.

329/23.2 CEMETERY

The Clerk submitted a report for members to review the categories and levels of charges to be made in respect of cemetery services for the current financial year in view of the increased charges from the grounds maintenance contractor for grave digging, grass cutting and general maintenance of the cemetery.

RESOLVED to increase the following with immediate effect:-

Exclusive Right of Burial (graves section) from £650.00 to £700.00
 Exclusive Right of Burial (cremated remains section) from £350.00 to £400.00
 Burial – coffin – adult resident - from £550.00 to £600.00
 Burial – coffin – adult non-resident - from £850.00 to £1200.00
 Burial – cremated remains – resident – from £300.00 to £320.00
 Burial – cremated remains – non-resident - from £300.00 to £600.00
 Burial – body parts, slides etc.- from £80.00 to £100.00
 Memorials – right to erect – from £200.00 to £220.00
 Memorials – additional inscription – from £100.00 to £110.00

Miscellaneous Services – transfer of grave rights and statutory declarations – would remain the same at £75.00

330/23 YEAR END BALANCES

There was submitted a report by the Clerk detailing the year end balances for 31st March 2024.

RESOLVED to approve the recommended ear-marked and general reserves.

331/23 BURIAL ACCOUNTS 2023/24

There was submitted a report by the Clerk detailing the burial accounts for the year ending 31st March 2024 for submission to Cumberland Council.

RESOLVED to agree the accounts for submission.

Meeting closed 7.28pm.

(Signed) Chair.....
Date

Appendix 1

Expenditure -

Description	Supplier	Net	VAT	Total
Flowerbeds	MJ Services	217.50	0.00	217.50
Garage rent	Melanie Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Moot Hall- electric (Feb)	SSE	232.99	11.65	244.64
Main contract	Cut n' Edge	3,078.75	0.00	3,078.75
Pension contribution	NEST	247.35	0.00	247.35
Solar tree lights	Burley	181.00	36.20	217.20
Phone/BB Moot Hall	Daisy Communications	120.30	24.06	144.36
Phone /BB - office	Daisy Communications	120.31	24.06	144.37
Monthly - Mobile phones	Daisy Communications	16.40	3.28	19.68
Excavator & dumper hire (cemetery)	Eco Green Energy Centre Ltd	60.00	12.00	72.00
Window cleaning - Moot Hall	Enterprize Windows	60.00	0.00	60.00
Tree survey - Gelt Woods	Treescapescap Consultancy Ltd	968.60	193.72	1,162.32
Wages	Staff x 3	4,010.29	0.00	4,010.29
Big Mag article	A Findon	200.00	0.00	200.00
Goods for Elf Trail - sandwich bags	Spar	8.97	1.79	10.76
Copier monthly service charge	Sensible Choice	15.00	3.00	18.00
Moot Hall - electric (Mar)	SSE	217.96	10.90	228.86
Timber & postcrete - Rec	Laversdale Timber	76.73	15.35	92.08
Discover Brampton website	MUV	750.00	150.00	900.00
Electric supply - xmas cross streets etc	NPower	116.34	3.49	119.83
		10,803.49	489.50	11,292.99

Income –

Description	Supplier	Net	VAT	Total
Burial Fee	Ian Blair	550.00	0.00	550.00
Burial plot fee	Ian Blair	650.00	0.00	650.00
Interest Received - quarterly	Barclays Bank	405.70	0.00	405.70
Annual contribution - copier, subs etc	Irthington PC	311.28	0.00	311.28
Market Rent	Various	275.00	0.00	275.00
Room Hire	Churches Together	5.00	0.00	5.00
Memorial Erection	Cumbria Memorials	200.00	0.00	200.00
Memorial inscription	Cumbria Memorials	100.00	0.00	100.00
Memorial inscription	Tomlinson Masonry	100.00	0.00	100.00
Annual contribution - copier, subs etc	Kirkandrews on Esk PC	260.05	0.00	260.05
Burial Fee	Co-operative Funeralcare	550.00	0.00	550.00
Annual contribution - copier	BRHS	121.02	0.00	121.02
Annual contribution - copier, subs etc	Farlam PC	283.38	0.00	283.38
Wayleave	Electricity Northwest	91.40	0.00	91.40
Interest Received - monthly	Redwood Bank	319.48	0.00	319.48
		4,222.31	0.00	4,222.31

(Signed) Chair.....
Date

Appendix 2

Expenditure To Approve

DETAIL	SUPPLIER	NET	VAT	GROSS
Business rates	Cumberland Council	294.09		294.09
Garage rent	GA Estates	55.00		55.00
Garage rent	M Slater	50.00		50.00
Grounds maintenance contract inc. burials	Cut n Edge	1647.00		1647.00
Pension contribution	NEST	336.80		336.80
Staff wages x 3	Staff	3139.41		3139.41
Discover Brampton	Make Us Visible	750.00	150.00	900.00
Gardener	MJ Services	97.50		97.50
Postage (reimburse clerk)	Post Office	26.00		26.00
Mole control	Emma Hutchinson	75.00		75.00
Moot Hall cleaner	Helen Graham	310.50		310.50
Copier lease	Grenke Leasing	66.66	13.33	79.99
Office costs	BRHS	427.10		427.10
PAYE	HMRC	2795.61		2795.61
		10,070.67	163.33	10,234.00

(Signed) Chair.....
Date