

BRAMPTON PARISH COUNCIL

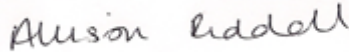
Clerk: Allison Riddell
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Brampton
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7 November, 2024

Dear Councillor,

You are summoned to a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** which will be held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 12th NOVEMBER 2024** at **7.00 p.m.**

The meeting is open to the press and members of the public, but please do not attend if you have Covid symptoms.



Clerk

AGENDA

1. **APOLOGIES FOR ABSENCE** – To receive apologies and approve reasons for absence.
2. **REQUESTS FOR DISPENSATIONS** - The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **DECLARATIONS OF INTEREST** – To receive declarations by elected and co-opted members of interests in respect of items on this agenda.
4. **MINUTES**
To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 15th October 2024. (copy herewith)
5. **PUBLIC PARTICIPATION**
To receive comments and representations from members of the public in relation to any item on the Agenda.
6. **FINANCIAL MATTERS -**
 - 6.1 **BANK RECONCILIATIONS TO 31st OCTOBER 2024** – To receive a Report by the Clerk. (copy herewith)
 - 6.2 **FINANCIAL TRANSACTIONS** - To receive a Report by the Clerk. (copy herewith)
 - 6.3 **EXPENDITURE TO APPROVE** – To approve the expenditure detailed.
(Schedule of payments herewith)
 - 6.4 **GRANT APPLICATIONS**
To consider the following grant application:-
 - 6.4 **BRAMPTON AND BEYOND COMMUNITY TRUST**
Request for a grant in the sum of £500.00 towards a community Christmas lunch.
(copy herewith)

7. ACCOUNT OPENING

To consider a request from the gardener to open an account with Tarn Road Nurseries.

8. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (staffing) it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

9. STAFFING MATTERS

9.1 CLERK AND CARETAKERS SALARY AWARD 2024-25

To note, and agree the implementation of, the recent pay award agreed at the National Joint Council. (Information circulated to members by email)

9.2 STAFF PENSIONS

To receive an update and consider what action to take.

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, 15th OCTOBER, 2024** at **7.00 p.m.**

PRESENT

Councillor R. Logie (Chairman, in the chair)
Councillor J. Errington
Councillor R. Grebby

Councillor S. Bown
Councillor J. J. Harding

IN ATTENDANCE – Clerk

1 member of the public (left after item 152/24)

147/24 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillors Peart, Robinson and Spears.

148/24 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

149/24 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

150/24 MINUTES

RESOLVED to authorise the Chair to sign the minutes of the meeting held on 10th September 2024, confirmed as a true and accurate record.

ACTION: RL

151/24 PUBLIC PARTICIPATION SESSION

The member of the public in attendance was observing only.

152/24 PRESENTATION FROM CUMBRIA DIVEST

Members welcomed 2 representatives from Cumbria Divest. One representative gave a presentation on explaining the rationale behind requesting the Cumbria Pension fund Committee (CPFC) to divest its current investments in fossil fuels.

Prior to the meeting an information sheet detailing the key points about divestment and copies of letters from Kendal Town Council and The Lake District National Park Authority requesting the CPFC to divest its fund were circulated to members.

At this time there were no staff members from Brampton Parish Council in the Local Government Pension Scheme (LGPS) through the CPF, however, an annual payment (£900 for the financial year 2024/25) was made for previous employees of the scheme.

Following the presentation there was a question and answer session as follows:-

- Q - What is the total of the Cumbria Pension Fund. A – 3 billion pounds, the investment in fossil fuels makes up 60 million pounds of this.
- Q – What other companies are involved in fossil fuels. A – BP and a whole host of others. BP had decided to transition to renewable energy but the new CEO has gone back on all of that.

(Signed) Chair.....
Date

- Q – In terms of Westmorland and Furness Council (administrators of the fund), what plans do they have for divesting? A – We have been having conversations with them and they have re-written their Responsible Investment Policy.
- Q – You have Penrith and Kendal Town Councils on board and then have come to Brampton, are you not doing the bigger councils first? A – We are working our way round and are talking to Ulverston next week.
- Are you part of a bigger organisation? We are part of UK Divest, our group is based in Cumbria, there are groups in Europe, Asia and America.
- Who funds Cumbria Divest? A – We are just volunteers, like-minded people.
- Are there any pension planning experts in the group? A – No, although I used to work in the city as an asset manager.

Members raised concern that they had heard only one side of the narrative and as pension planning was not an area of expertise, that further information was required before making a decision.

RESOLVED to defer a decision to the next full council meeting and that the Clerk would contact Westmorland and Furness Council and CALC for further information.

ACTION: Clerk

153/24 FINANCIAL MATTERS –

153/24.1 BANK RECONCILIATION TO 30TH SEPTEMBER 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 30th September 2024 of £418,767.28. Checked by Councillor Logie.

153/24.2 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received from 1st to 30th September 2024.

118/24.2.1 RESOLVED to note the expenditure of £10,206.28 detailed in the Appendix hereto.

118/24.2.2 RESOLVED to note the income of £1,287.53 detailed in the Appendix hereto.

153/24.3 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 £12,835.62. Invoices checked by Councillors Errington and Harding.

ACTION: Clerk

153/24.4 FINANCIAL ASSISTANCE

RESOLVED to note there were no grant applications to consider.

153/24.5 MONITORING REPORT

There was submitted a Scribe report detailing the income and expenditure against the budget to 30th September 2024.

RESOLVED to note the Report and that there were no areas of concern.

(Signed) Chair.....
Date

154/24 BUDGET 2025/26

Members gave consideration to any projects that could impact the 2025/26 budget and to all budget headings within the remit of this committee.

RESOLVED to consider the following:-

- A contingency for special projects
- Improvements to town entrances
- Improvements to the area opposite St. Martin's Church

Meeting closed 7.37pm.

DRAFT

(Signed) Chair.....
Date

Financial Transactions

Expenditure -

DESCRIPTION	SUPPLIER	NET	VAT	TOTAL
Rates	Cumberland Council	203.00	0.00	203.00
Domain Service (.gov.uk)	NetWise Training Ltd	10.00	2.00	12.00
Moot Hall windows	Enterprize Windows	60.00	0.00	60.00
Flowerbeds - gardener	Deathridges Garden Services	132.50	0.00	132.50
Goods for Elf Trail	Lord Wholesale	132.75	1.59	134.34
Garage rent	GA Estates	55.00	0.00	55.00
Garage rent	Melanie Slater	50.00	0.00	50.00
Burial Charges	Cut n' Edge	430.00	0.00	430.00
Main grass contract	Cut n' Edge	1,080.00	0.00	1,080.00
Grounds Mnce contract	Cut n' Edge	1,867.50	0.00	1,867.50
Small grass contract	Cut n' Edge	1,044.71	0.00	1,044.71
Goods for Elf Trail	Playwrite Group PLC	62.59	12.52	75.11
Wages & Pension	Staff/NEST	3,509.04	0.00	3,509.04
Goods for Elf Trail	Amazon	4.32	0.87	5.19
Goods for Elf Trail	Hancocks world of sweets	120.94	24.19	145.13
Goods for Elf Trail	Wholesale Sweets	64.77	12.95	77.72
Goods for Elf Trail	Playwrite Group PLC	62.49	1.00	63.49
Window cleaning	Enterprize Windows	60.00	0.00	60.00
Flowerbeds - feed	ABW	17.37	3.47	20.84
Padlock & key	ABW	17.07	3.42	20.49
Goods for Elf Trail	Bonds of London	23.95	3.80	27.75
Refreshments for xmas	Greens Essentials	61.96	0.00	61.96
Goods for Elf Trail	Etsy	57.00	0.00	57.00
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - gas	Scottish Power	95.24	4.76	100.00
Monthly bill - phone - office	Daisy Communications	31.81	6.36	38.17
Monthly bill - phone - Moot	Daisy Communications	31.81	6.36	38.17
Monthly phone bill - mobiles	Daisy Communications	17.70	3.54	21.24
Glow sticks - xmas lights	Amazon	104.82	20.96	125.78
Goods for Elf Trail	Christmas wholesaler	71.79	9.32	81.11
Postage	Post Office	14.95	0.00	14.95
Goods for Elf Trail	Aimia Foods (Amazon)	51.98	0.00	51.98
Copier monthly service chge	Sensible Choice	15.00	3.00	18.00
Repairs to Moot Hall roof	GEF Roofing Services	450.00	0.00	450.00
		£10,082.64	£123.64	£10,206.28

Income –

DESCRIPTION	SUPPLIER	NET	VAT	TOTAL
Refund on charges	Barclays Bank	134.94	0.00	134.94
Interest Received	Barclays Bank	837.62	0.00	837.62
Interest Received	Redwood Bank	314.97	0.00	314.97
		£1,287.53	£0.00	£1,287.53

(Signed) Chair.....
Date

Expenditure To Approve

DETAIL	SUPPLIER	NET	VAT	TOTAL
Rates	Cumberland Council	203.00	0.00	203.00
Main grass contract	Cut n' Edge	1,080.00	0.00	1,080.00
Grounds maintenance	Cut n' Edge	1,665.00	0.00	1,665.00
Burial charges	Cut n' Edge	200.00	0.00	200.00
Small grass contract	Cut n' Edge	1,044.71	0.00	1,044.71
Garage rent	M. Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Wages/PAYE & pension	Staff//HMRC/NEST	7,176.98	0.00	7,176.98
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - gas	Scottish Power	95.24	4.76	100.00
Monthly bill - phone	Daisy Communications	81.32	16.26	97.58
Annual subscription	Ring	80.00	0.00	80.00
Various	ABW	71.55	14.29	85.84
Quarterly rent	BRHS	427.10	0.00	427.10
Cont. to office services	BRHS	379.37	0.00	379.37
Goods for Elf Trail	Christmas Shop	15.80	3.15	18.95
Quarterly rental - copier	Grenke Leasing	66.66	13.33	79.99
Monthly services – copier	Sensible Choice Ltd	15.00	2.99	17.99
		£12,777.31	£58.31	£12,835.62

(Signed) Chair.....
Date

Brampton Parish Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/10/2024		
	Cash in Hand 01/04/2024		300,448.01
	ADD		
	Receipts 01/04/2024 - 31/10/2024		213,665.54
	SUBTRACT		
	Payments 01/04/2024 - 31/10/2024		141,935.49
A	Cash in Hand 31/10/2024 (per Cash Book)		372,178.06
	Cash in hand per Bank Statements		
	Petty Cash	31/10/2024	0.00
	Redwood Bank 95 day deposit	31/10/2024	104,574.81
	Allison Bequest Account	31/10/2024	112,026.05
	Barclays Tracker Account	31/10/2024	154,513.99
	Barclays Current Account	31/10/2024	1,063.21
			372,178.06
	Less unrepresented payments		
			372,178.06
	Plus unrepresented receipts		
B	Adjusted Bank Balance		372,178.06
	A = B Checks out OK		

FINANCIAL TRANSACTIONS

1. SUMMARY OF REPORT

This report details the expenditure incurred and the income received from 1st July to 31st August 2024.

2. RECOMMENDATIONS

2.1 that the undernoted expenditure of £49,105.67 is **NOTED**, and

2.2 the undernoted income of £2,516.45 is **NOTED**.

3. REPORT

3.1 The following expenditure transactions require to be noted:-

DESCRIPTION	SUPPLIER	NET	VAT	GROSS
Rates	Cumberland Council	203.00	0.00	203.00
Main grass contract	Cut n Edge	3,989.71	0.00	3,989.71
Office rent etc	BRHS	379.37	0.00	379.37
Goods for Elf Trail	Christmas Imaginarium	15.80	3.15	18.95
Garage rent	GA Estates	55.00	0.00	55.00
Garage rent	Melanie Slater	50.00	0.00	50.00
Quarterly copier charge	Grenkeleasing	66.66	13.33	79.99
Quarterly office rent (DD)	BRHS	427.10	0.00	427.10
cleaning materials	ABW	71.55	14.29	85.84
Big Mag article	A Findon	250.00	0.00	250.00
Wages/Pension/PAYE	Staff x 3	7,176.98	0.00	7,176.98
CCTV Subscription	Ring	66.67	13.33	80.00
Monthly bill - phone	Daisy Communications	81.32	16.26	97.58
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - gas	Scottish Power	95.24	4.76	100.00
Goods for Elf Trail	Etsy	22.60	0.00	22.60
Soil box	Teleshore UK Ltd	1,711.00	342.20	2,053.20
Water rates - Allotments	Waterplus	38.79	0.00	38.79
Water rates - KGV	Waterplus	20.14	0.00	20.14
Works to cemetery	Bain Groundworks	32,500.00	0.00	32,500.00
Copier monthly service charge	Sensible Choice	15.00	2.99	17.99
Flowerbeds	Deathridges Garden Services	152.50	0.00	152.50
Wildflower seeds	Cumbria Wildflowers	799.00	159.80	958.80
Annual Fee	Information Commissioner	35.00	0.00	35.00
Goods for Elf Trail	Amazon	10.99	0.00	10.99
Crowd control banners	Newton Press Ltd	63.45	12.69	76.14
Table runner	4imprint Direct Ltd	79.99	16.00	95.99
Goods for Elf Trail	Pageant Party	46.58	9.32	55.90
		48,494.02	611.65	49,105.67

3.2 The following income receipts require to be noted:-

DESCRIPTION	SUPPLIER	NET	VAT	GROSS
Interment Fee	Ian Blair	600.00	0.00	600.00
Market Rent	Various	510.00	0.00	510.00
Interment Fee	Stewart	320.00	0.00	320.00
Memorial inscription	Carlisle Headstones	220.00	0.00	220.00
Memorial inscription	Cumbria Memorials	110.00	0.00	110.00
Memorial inscription	Cumbria Memorials	110.00	0.00	110.00
Interment Fee	Kennedy and Ferguson	320.00	0.00	320.00
Interest Received	Redwood Bank	326.45	0.00	326.45
		2,516.45	0.00	2,516.45

EXPENDITURE TO APPROVE

1. SUMMARY OF REPORT

This report details the expenditure to approve since the last meeting of the Council.

2. RECOMMENDATIONS

2.1 that the undernoted total expenditure of £11,666.94 is
APPROVED/RATIFIED*

3. REPORT

3.1 The following expenditure transactions require to be approved:-

DETAIL	SUPPLIER	NET	VAT	TOTAL
Rates	Cumberland Council	203.00	0.00	203.00
Main grass contract	Cut n' Edge	1080.00	0.00	1080.00
Grounds maintenance	Cut n' Edge	2842.00	0.00	2842.00
Burial charges	Cut n' Edge	1290.00	0.00	1290.00
Small grass contract	Cut n' Edge	1,044.71	0.00	1,044.71
Garage rent	M. Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Wages/PAYE & pension	Staff/NEST	TBC	0.00	TBC
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - gas	Scottish Power	95.24	4.76	100.00
Monthly bill - phone	Daisy Communications	81.32	16.26	97.58
Various	ABW	71.55	14.29	85.84
Monthly services – copier	Sensible Choice Ltd	15.00	3.00	18.00
Goods for elf trail*	Pageant Party	46.58	9.32	55.90
Table runner*	4imprint	79.99	16.00	95.99
Crowd control barrier covers*	Newton Mesh	63.45	12.69	76.14
Goods for elf trail*	Amazon	10.99	0.00	10.99
Wildflower seeds*	Cumbria Wildflowers	799.00	159.80	958.80
Barrier hire	Border Group	105.00	21.00	126.00
Gate installation	Bain Groundworks	800.00	0.00	800.00
Camel hire	Joseph's Camels	2156.25	431.25	2587.50
Various	ABW	12.82	2.56	15.38
		£10,972.48	£694.46	£11,666.94

Councillor signature.....

Councillor signature.....

BRAMPTON PARISH COUNCIL
ALLISON BEQUEST
APPLICATION FOR FINANCIAL ASSISTANCE

ORGANISATION

Name of Organisation	Brampton and Beyond Community Trust		
Details of Contact Person	Name	Jenny Camele	
	Address	Brampton community centre Union Lane Brampton CA8 1BX	
	Tel No Day	01697745023	Tel No Evening Redacted
Purpose of organisation	To serve the community.		
Current Membership	Adults 10 trustees	Juniors	% of membership resident in Brampton parish

PROJECT

Details of the project in respect of which this application is made	Community Christmas lunch - we will be hosting our annual Christmas lunch on Monday 1st December. The guests will enjoy an arrival drink and canapes, followed by a traditional 2 course meal, tea/coffee and mince pies. We will end the afternoon with dancing and entertainment.		
Total cost or estimated total cost	£ 1000	Amount of grant requested	£ 500

FINANCIAL INFORMATION

Organisation's Current Balance	£ please see attached	Surplus or deficit for previous financial year	£
Funding available from own resources	£		
Details of funding available from other sources or already obtained	N/A		
Details of applications for funding made but not included in above	N/A		

Other relevant information Please also include a copy of your latest accounts and bank statement/s	Financial information is available on the attachment . If you require any further information, please do not hesitate to contact me on the number above.
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Signature of Authorised Member	Redacted		
Date of application	07/11/2024	Position in Organisation	Food development worker