

**BRANDON & BYSHOTTLES PARISH COUNCIL**  
**MINUTES OF THE FINANCE COMMITTEE MEETING**  
**HELD VIA ZOOM VIDEO CONFERENCE**  
**ON WEDNESDAY 2ND SEPTEMBER 2020 AT 7 PM**

**PRESENT**

**Councillor Mrs Nelson (in the Chair)**  
**and Councillors Bell, Mrs Catterson, Hindmarch, Jamieson, Mrs Leckenby, Nelson, Mrs Rodgers, Spencer and Turnbull**

**Fin. 1      DECLARATIONS OF INTEREST**

There were no declarations of interest.

**Fin. 2      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bonner, Clegg and Mrs Wharton.

**RESOLVED:** To receive the apologies.

**Fin. 3      ACCOUNT BALANCES AT 30<sup>TH</sup> APRIL 2020 AND 31<sup>ST</sup> JULY 2020 AND BANK RECONCILIATIONS TO 31<sup>ST</sup> JULY 2020**

Approval was requested for the Account Balances as at 30<sup>th</sup> April 2020 and 31<sup>st</sup> July 2020. Approval was also requested for Bank Reconciliations to 31<sup>st</sup> July 2020.

**RESOLVED:** To recommend approval of the Account Balances at 30<sup>th</sup> April 2020 and 31<sup>st</sup> July 2020.

: To recommend approval of Bank Reconciliations to 31<sup>st</sup> July 2020.

**Fin. 4      ESTIMATES/ ACTUALS AS AT 31ST JULY 2020**

Approval was requested for estimates/ actuals as at 31st July 2020.

**RESOLVED:** To recommend approval of the estimates/ actuals at 31st July 2020.

**Fin. 5      WARD ESTIMATES/ ACTUALS AS AT 31ST JULY 2020**

Approval was requested for ward estimates/ actuals as at 31st July 2020.

**RESOLVED:** To recommend approval of the ward estimates/ actuals as at 31st July 2020.

**Fin. 6**      **REVIEW OF ALLOTMENT RENTS**

A report was presented to Council on the allotment rent review.

**RESOLVED:** To defer this item until the next Finance Committee meeting in January 2021.

**Fin. 7**      **DURHAM COUNTY COUNCIL – 2021/22 BUDGET PLANNING**

Information had been received from Durham County Council informing the Parish Council that the Parish Council’s tax base for 2021/22 will be 5191.9 i.e. an increase of 6.3 on 2020/21. The Council’s current Band D Council Tax is £41.08 therefore the increase in tax yield would be £258.80.

There is no Local Council Tax Reduction Scheme Grant (LCTRS) for 2021/22. The final actual tax base forecast will be compiled by Durham County Council in October 2020. A further letter will then be received from the County Council to detail the final figures which will be used for the Parish Council’s budget setting purposes.

**RESOLVED:** To take for information.

**Fin. 8**      **UNPRESENTED CHEQUES AT 31.7.2020**

The following cheques remained unpresented at 31<sup>st</sup> July 2020

13.12.2019	209678	£100.00	Broompark W.I
13.12.2019	209686	£100.00	New Brancepeth Residents Group
13.12.2019	209705	£200.00	St. Patrick’s School
13.12.2019	209711	£ 50.00	5 <sup>th</sup> Durham City Scouts
13.12.2019	209715	£ 75.00	The Orchards
30. 1.2020	209756	£ 20.00	Spennymoor Town Council
30. 1.2020	209757	£ 80.00	South Tyneside Council

**RESOLVED:** To recommend that the Clerk contacts Broompark W.I, New Brancepeth Residents Group, St. Patrick’s School, 5<sup>th</sup> Durham City Scouts and The Orchards to enquire if they have been unable to cash the cheques due to circumstances surrounding the Coronavirus. To recommend enquiring if Bacs payment would be preferred on this occasion due to the exceptional circumstances.  
:To recommend that the cheque cancellation fee be deducted from the re-issued donation amount.

: To recommend discussing at the next Finance Meeting, future donations to those who repeatedly fail to cash cheques.

: To recommend that the cheque for Spennymoor Town Council and South Tyneside Council be cancelled.

The meeting closed at 7.20 pm

Signed *R Nelson* .....

Date *16/12/2020* .....