

KIDLINGTON PARISH COUNCIL

Exeter Hall, Oxford Road, Kidlington, OX5 1AB

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Minutes of the Policy and Finance Committee held at Exeter Hall on Thursday 16 June 2022 at 6.30pm

PRESENT: Cllr David Betts (Chairman), Cllr Neil Prestidge, Cllr David Robey, Cllr Alison Street, Cllr Ian Middleton, Cllr David Thurling.

IN ATTENDANCE: Alyson Bateman – Responsible Finance Officer

APOLOGIES: Cllr Alan Graham.

DID NOT ATTEND: Cllr Conrad Copeland, Cllr Katharine Tyson

22/PF023 **Declarations of Interest:** None

22/PF024 The minutes of the meeting of 12 May 2022 were approved by the committee and signed by Cllr Betts.

22/PF025 **Finance Reports**

Final Internal Audit report 2021/22

Councillors noted the report, which had no issues and commended staff for their work.

Annual Governance and Assurance report (AGAR) 2021/22

Councillors noted the return and recommended its approval and signature at the meeting of Council on 30 June 2022.

Summary Financial Outturn report 2021/22 and Capital & Reserves

Overall the outturn showed a surplus/underspending of £33,199 without the use of Earmarked Reserves.

- **ACTION:** Cllr Robey requested that the actual Dividend received in 2021/22 of £18,732 was added to the LTI Earmarked reserve rather than the Budgeted £22,000 and that the EMR was further adjusted to reflect the actual position from 2020/21 (£21,541.39). This means that the amount to be transferred from General Reserve to EMR 328 is £18,273 resulting in a total LTI dividend reserve of £40,273.
- Further, Cllr Robey suggested the underspend against the Environmental budget of £2,891 be added to the Climate Emergency/Environmental Earmarked reserve which will then total £27,891.

The effect of these transfers will be that a reduced amount of £12,035 will be added to General reserves in respect of the underspending in 2021/22 which will mean the Total General Reserve stands at £346,421.

Cllr Betts recommended and the other members agreed, the following changes to reserves:

1. Reduce the Bad debt provision in EMR 329 from £18,836 to nil. This will have the effect of increasing the General reserve to £365,257
2. Create a new Earmarked reserve of £100,000, to replace the Capital project reserve for Orchard Recreation ground Playground, by transferring from the General Reserve. This will leave a General Reserve balance of £265,257.

ACTION: RFO to make the changes above plus a future change to support the Bicester Road Cemetery by transferring any General Reserve balance over and above the prescribed level, as per Financial regulations (£250,000), to EMR 314 Bicester Road Cemetery.

Cllr Robey asked what impact the takeover of catering provision by Cherwell Collective had had in financial terms.

ACTION: The RFO was asked to provide a statement illustrating the impact on catering costs and Income as a result of The Cherwell Collective taking over event catering from in-house staff to the next meeting.

- 22/PF026** Financial Regulations were re-adopted unchanged.
ACTION: RFO to update approval date on the regulations.
- 22/PF027** The S137 application for a grant to support the Cherwell Collective's purchase of a barbecue, to replace one that was stolen, was approved in the amount of £1,500.
- 22/PF028** The Committee agreed, with no dissenters, to increase the value of the Councillor's allowance in line with the CDC Independent review by 1.75% for the 2022/23 Financial year. **ACTION:** RFO to calculate and pay the increase with effect from 1 April 2022
- 22/PF029** The Minutes of the Traffic Advisory Committee were noted by Councillors. The version submitted was later corrected to reflect the following: The speed limit should be reduced from 30 to 20 on the Oxford Road between Benmead Road and Yarnton Road, and to 30 for the whole of the stretch from Yarnton Road to Sainsburys roundabout. The speed limit should be 30 or 40 on the North-South Bicester Road, and 20 on the East-West Bicester Road.
ACTION: The up to date version of the Minutes has been uploaded to the VSM Drive.
- 22/PF030** Cllr Betts took part in a virtual consultation on the CDC Green and Blue Infrastructure policy and shared the linked web page. He suggested that members might like to take part in the online Consultation which is open until 22 June 2022. Cllr Street will be doing so, with particular interest in the connectivity of wildlife/Biodiversity.
ACTION: Cllr Betts undertook to submit a response on behalf of the council
- 22/PF031** The Oxford Transport presentation was considered by Councillors who noted that there will be a Consultation.
- 22/PF032** Cllr Robey presented his paper on Stratfield Brake consultation and reported on proposals received from Opinion Research Services on options for consulting residents regarding OUFC's Stratfield Brake plans. Councillors discussed the pros and cons of the two main options for either a Parish Poll or to commission a door-to-door survey based on a scientifically selected 300-dwelling sample. It was agreed that the second option could help Council to make a better-informed final decision on the plans.

ACTION: Cllr Robey to redraft his paper to be presented at Council on 30 June.

22/PF033 The Finance Calendar was presented and there were no changes.

22/PF034 The Scheme for Review of Policies was discussed and a list of ongoing agenda items was suggested by Cllr Betts, to include Stratfield Brake and the Rising Bollard. Recurrent/regular agenda items would be included in the Finance Calendar, but it was agreed it would be convenient to have a separate table of other ongoing items for decision.

22/PF033 The meeting closed at 8:30pm.