

## POLICY, GOVERNANCE & FINANCE COMMITTEE

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**Date:** Monday, 6<sup>th</sup> June 2022

**Title:** Financial Report & Associated Matters

**Contact Officer:** Town Clerk/C.E.O, Sharon Groth  
Deputy Town Clerk, Adam Clapton

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### BACKGROUND

Detailed income and expenditure statements for the whole of the Council's approved budgets have been circulated under separate cover. The period to which this report relates is Period 12, 1 April 2021 to 31 March 2022. Due to time constraints the Town Clerk has not had the opportunity to write a detail report but will provide an overview at the meeting.

### CURRENT SITUATION

Most, if not all, the year-end adjustments have now been completed, along with the recharges from Central Support for the administration, Works Department for all the maintenance tasks and service delivery, and Grounds Maintenance costs, applied.

A lot of the variances between the actual income/expenditure against original and revised budget are due to the uncertainties around COVID.

Where possible some of the budget underspends have been rolled over into earmarked reserves for committed expenditure or to provide for a contingency towards bringing the grounds maintenance service in house.

**If Members have any specific questions please email the Town Clerk before the meeting so that she will be able to respond and provide an answer at the meeting.**

### FINANCIAL IMPLICATIONS OF RECOMMENDATIONS MADE BY SPENDING COMMITTEES

It is the Council's usual practice that all matters discussed, and recommendations made by spending committees which have financial implications, are reported to this committee. This committee is responsible for the overall fiscal management of the Council.

Additional financial matters and updates are also included in this report for transparency.

Parks & Recreation Committee – 16<sup>th</sup> May 2022

**PR226** – Quarry Road Play Area. The committee agreed to spend £3,321.24 (option 1a) towards new pieces of equipment at the Play Area from 4938/800 (£5,000).

**PR228** – Major Projects Report. The committee agreed to spend £4,170 towards professional fees in progressing the redevelopment of Burwell Hall Changing Rooms from a budget of £75,000 (EMR 368/Section 106).

#### Halls Cemeteries & Allotments Committee- 23<sup>rd</sup> May 2022

**H238** – Burwell Heating System. The committee agreed in principle, to spend £18,100 towards a Fuel Cell CHP Boiler at Burwell Hall, subject to satisfactory case studies. This project being progressed jointly with an extension to the hall's changing rooms.

**H240** – Corn Exchange Working Party. The committee ratified the decision, taken under delegation by the Town Clerk on health and safety, to spend up to £1,200 on a structural survey recommended by the Working Party.

An additional £2,895.00 to ensure the retractable seating meets British Standard BS8300 on Accessibility was also agreed. These amounts to be funded from EMR 328 (Public Halls).

**H242** – St Mary's Boundary Wall. The committee agreed to carry out the urgent, priority one works on the wall and delegated the decision on the contract to officers, in consultation with Cllrs Gwatkin & Jones. A verbal update will be given at the meeting on the contractor selected in light of a site meeting held recently by the Maintenance & Environment Officer.

**H244** – Wishing Tree Plaque. The committee agreed to purchase a plaque to mark the tree in Tower Hill Cemetery. Unknown cost to be covered from existing property maintenance budget 4036/301.

#### Stronger Communities Committee- 30<sup>th</sup> May 2022

**SC** – Tree re-inspection all trees at Tower Hill Cemetery, £785 and two static load tests £2,523 – both agreed to be funded out of the arboriculture budget rolled over from the last financial year.

**SC** – CCTV Town Centre Scheme. During the last cycle of meetings, the Policy, Governance & Finance Committee requested that the Officers write to WODC to seek further information about the current position and request data on the use of the system (minute F140 refers). The resultant data was considered by the Stronger Communities Committee who have recommended that the payment be released for the last financial year as budgeted, but that further scrutiny is made during the next budget cycle.

## ENVIRONMENTAL IMPACT

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make regarding its facilities and services it operates.

## **RISK**

In decision making Councillors should consider any risks to the Council and any action it can take to limit or negate its liability.

All the Council's Committees receive financial reports to conduct its checks and balances, and consideration is given to budgets and funding availability when agreeing expenditure.

## **FINANCIAL IMPLICATIONS**

This report forms part of the Council's mechanisms for budgetary control, as it enables income and expenditure incurred to be reviewed and to be compared with the Council's budgets.

## **RECOMMENDATIONS**

Members are invited to note the report and;

1. Agree the recommendations of the spending committees as detailed above,