

Girton Annual Parish Meeting

Wednesday 11th May 2022

Finance Report

On joining Girton Parish Council, the key priority for me as Clerk and since November as Clerk/RFO quickly became to ensure Girton Parish Council Finances were in order.

Since I joined on 28th September, 231 payments have been made to Parish Council Suppliers and of these only 17 were paid by cheque. The last cheque was written in November 2021. Angie, our Assistant Clerk has issued 298 invoices since she joined us in October.

Firstly, and possibly most importantly a huge Thank you to our suppliers, many of them who have been working with Girton Parish Council for a number of years. A focus for our Council is to ensure that our suppliers/out partners are paid on a timely basis and that we work with them to get the most cost-effective services and suppliers for Girton Residents.

Girton Parish Council is using and updating as a priority the mechanisms we have at our disposal to ensure that Suppliers are paid as promptly as possible and that we have clear governance in place to aim for best practice with both our Suppliers and our Recreation ground users.

Below are some of the key achievements of Full Council and Committees that are key to Finances

- Online banking has revolutionised my work as Clerk/RFO. When I first joined, we were paying by cheque, now our payment is prompt, approved by Council and paid with minimum delay.
- Reinstatement of the Finance Committee and appointment of a Finance Chair with a plan to put in place a robust budgetary process for Girton Parish Council.
- Re-energisation of our all Committees to give collective support for our priority projects
- Continued and increased co-option of non-councillors to Working Groups for more informed and objective decision-making around the priorities for Girton Parish Council.
- Collaboration with our Community, our Suppliers and REC users to ensure we are considering all possible solutions for delivering Parish Council projects to our village.
- New Accounts package to allow Girton Parish Council to ensure that a Finance process is in place that is more easily accessible and understood, removing key person risk has been removed.
- Use of Girton Community Website, Girton Parish News, and social media, not forgetting our Village Noticeboards to communicate information more quickly to our residents.
- Setting of precept at an Extraordinary Full Council meeting on 25th January as below:
- ***APPROVAL: Council approved a 6.5% increase to the precept for 2022-2023 following discussion and presentation of headline information on Accounts. This makes the total precept request for 2022-2023 an amount of £139,648 (Precept 3031/22 £130,956), an increase of £4.20 on a Band D property. Proposed by Cllr Williams (Chair), seconded by Cllr de Lacey, Approval of Motion confirmed (unanimous)***

Also, some key goals and priorities for the RFO and Finance Committee

- Reviewing and changing our P&L and Balance Sheet to ensure that our items of income and spend are clear. Council is planning that all our Councillors have the opportunity to be trained and have an awareness of our finances to support their decision-making.
- Submission of VAT 126 returns to bring us up to date and completion of Business Rate Requirements
- Working together with suppliers and service providers to ensure all payments are up to date.
- Review of process and timing to become VAT Registered
- Creation and implementation of a rolling 3-year budget and action plan
- Completion of a detailed Asset Register that enables Council to recognise when operational replacement and/or maintenance is required for our equipment.
- Ensuring that Girton Parish Council can meet the timeline for setting the precept and year-end requirements.

Some other members of our team whose work has supported reaching this better position in terms of Finance:

- Our Assistant Clerk has developed good relationship with our Recreation Ground users and is issuing invoices on a regular basis to ensure a steady income stream for the Council.
- Streets Chartered Accountants, our Accountants who have partnered with us in a way that they can step back and pass responsibility to the new Office team.
- Ann Muston who took the role of Finance Chair over the next few months and has done a lot of training and groundwork to ensure she can do the best job she can do.
- Also, to Chris Wilson, our Groundsman without whom both Angie and I would not have developed the understanding of the priority issues for Sport & Recreation.

I hope to see you all and more at next year's Parish Council together with the Finance Chair to confirm further significant progress made over the next year highlighting a move to processes supported by policy and data from our financial systems and our Asset Register. If you have any questions on the Girton Parish Council finances, please do contact me.

Also, I hope many of you will be with us as Co-opted members of our committees and bringing your requirements for things that matter to you to Girton Parish Council Committees.

Yvonne Murray

Clerk/RFO – Girton Parish Council

May 2022

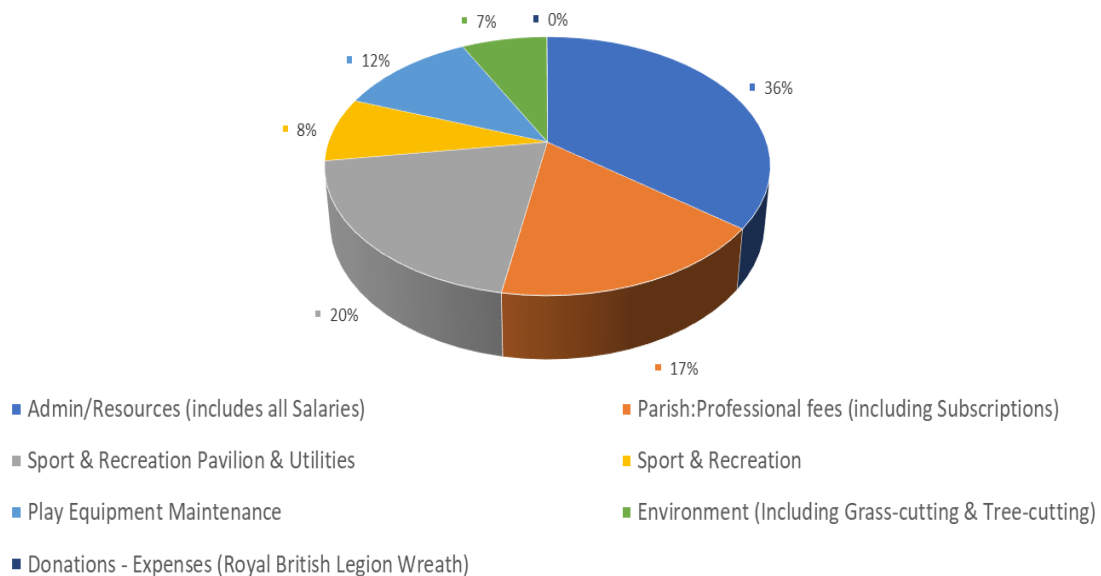
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INTERIM END OF YEAR ACCOUNTS 2021-2022 - Figures are provisional and subject to audit

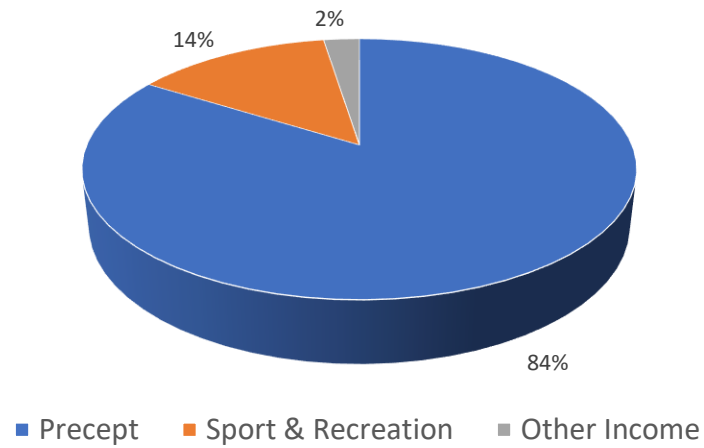
Expenditure	£	Income	£
Admin/Resources (includes all Salaries)	59,500	Precept	130,956
Parish:Professional fees (including Subscriptions)	28,767	Interest Income	660
Sport & Recreation Pavilion & Utilities	33,323	Contributions (CCC Grass-Cutting maintainance contribution & 40% contribution form Girton Church)	2,072
Sport & Recreation	13,490	Sponsorship - Planters	1,155
Play Equipment Maintenance	19,781	Recreation Ground Income	21,326
Environment (Including Grass-cutting & Tree-cutting)	12,373	Recreation Ground Playing Fields & Tennis Courts	13,203
Donations - Expenses (Royal British Legion Wreath)	100	Recreation Centre:MUGA	5,662
		Recreation Centre:Pavilion Hall	2,461
TOTAL EXPENDITURE	167,334	TOTAL INCOME	156,168
		Surplus/Deficit for year	-11,166

Note: Play Equipment Maintenance as confirmed by Chair's report has been spent from Specified Reserve of £27,521.

Girton Parish Council Expenditure
2021-2022



Girton Parish Council Income



Girton Parish Council Precept – Average Band D Charge

Year	Band D charge	Tax Base	Parish Precept	increase/decrease
2018-19	65.23	1,802.30	117,564.03	
2019-20	67.47	1,829.50	123,436.37	2.24
2020-21	68.82	1,847.40	127,138.07	1.35
2021-22	69.39	1,887.20	130,952.81	0.57
2022/23	73.59	1,897.70	139,651.74	4.20