



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street
Pateley Bridge, HG3 5LE

Tel: 07751 571 374 Email: clerk@pateleybridgetowncouncil.gov.uk

MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 28TH JANUARY 2025 AT 6.30PM IN THE COUNCIL CHAMBER

Present: Councillor Holt (Chair), Councillor Brackley, Councillor Leggett

In attendance: Suzanne Smith, Town Clerk

2425/24 To accept apologies and reasons for absence.

Chris Thompson – anniversary.

2425/25 Councillors' Declarations of Interest and Consideration of Dispensations.

None

2425/26 Approval of Minutes

Resolved: that the minutes of the meeting held on the 15th October 2024 are approved as a correct record.

2425/27 Bank reconciliation

Resolved: that the bank reconciliation to 31st December 2024 tabled by the Clerk is approved.

2425/28 Budget monitoring and financial position

The Clerk tabled a budget monitoring report to 31st December 2024, which was received and noted.

The Chair noted that the Civic Service payment had been incorrectly categorised. The Clerk said she would correct this for future reports. No further queries were raised.

2425/29 Review of Financial Regulations

As Cllr. Thompson was not here, and it had been agreed he and Cllr. Holt would review the model regulations, this item was deferred to the next meeting. Members agreed that when a final draft is agreed by Cllrs Holt and Thompson, it should then be compared to the existing finance regulations to ensure that nothing important to PBTC has been left out.

2425/30 Grass Cutting and Millennium Green Caretaker Tenders

Members considered all the tenders received for both the contracts.

Resolved: that the following recommendation is made to council:

- i. that James Johnson is offered the grass cutting contract.
- ii. that J. Benson & Sons is offered the Millennium Green grass cutting and caretaking contract.

2425/31 Income from Sale of the Cemetery Field

Members considered how the cemetery field income of £23,855 might be spent. They discussed options of putting it in a high interest account, using part of it as possible match funding for new equipment at Glasshouses play area and the possibility of making a contribution towards the new pump track at the Millennium Green.

As a public survey was due to be done to assess the level of interest in new equipment at Glasshouses play area, it was agreed that this should be discussed again after the results of that were known.

2425/32 Payment for Maintenance of Open Spaces in the Parish

Members considered whether to make a recommendation to council that PBTC should be expanding its role to include more maintenance of public areas, such as footpaths.

Cllr Leggett felt we should continue to lobby NYC to continue to do the work they had in years gone by.

Cllr. Holt suggested that it might be a good idea for PBTC to have the caretaker to do some small jobs which don't take a lot of time but will make a big difference. Each possible job would be considered on its own merit.

Members could not agree on this and decided any policy should be discussed at the main council meeting.

2425/33 Internal Controls

Members carried out the internal controls for the period 01/01/2024 - 31/12/24.

2425/34 Date for next meeting

The next meeting will take place at 16:30 on Tuesday 15th April 2025.

Meeting ended at 19:30.