

TUTBURY PARISH COUNCIL (TPC)

A meeting of the Parish Council was held in Tutbury Charity House, Duke Street, Tutbury, 23rd May 2022. Those presents were, , Cllr F Crossley chaired the meeting, Cllr C Smedley, Cllr W Crossley, Cllr C Dodds.

In attendance Karen Duffill Clerk

10 Members of the public

05XM/22. 1.0 Apologies

Cllr P Steadman (Chair), Cllr K England (Vice Chair), Cllr L Anderson, Cllr M Upton, Cllr T Spencer Smith.

Nonattendance , Cllr D Morris

05/XM 2.0 Declarations of Interest & Dispensation requests

2.1 Cllr F Crossley and Cllr W Crosslet declared an interest in the scout group, Cllrs voted to grant dispensation to vote on the grant as the purpose of the grant was not to be used for scouting facilities but to organise the jubilee events on behalf of the community.

05/XM 4. To consider a grant application from Tutbury and Hatton Scouts group to organise a programme of event for the Platinum Jubilee celebrations

4.1 The clerk clarified the reason for the grant consideration.

In the previous meeting a grant proposal was considered to award £5000 to the jubilee working party that consisted of members of the community and led by a Cllr. A resolution had been passed in November 2021 to allocate the budget of £5000 to fund a programme of events to celebrate the platinum jubilee. The lead Cllr wanted the funds transferring to a bank account to cover the costs of the event. The grant process was adopted to ensure that the power to spend the money fell under section 137 of the local government act. This grant process was considered unsuitable by some council members as the working party was not a constituted body as set out in the grant policy. It was suggested that the grant could be awarded to the scouts to execute the payments of the planned events as they had a more formal constitution. The decision was referred to a separate meeting to consider the grant funding being distributed via the scouts.

4.2 The clerk has sought further advice from the auditor on the financial procedure of distributing the payments for the events. The auditor approved of the working party that was

led by a Cllr and the bank account with two Cllrs signatures on it. The working party had evidence of the membership and minutes of the meetings with details of the event costs.

4.3 The clerk informed the council that if the funds were transferred to the scouts to fulfil payments, then the charities regulations would need to be checked to ensure that they were able to do this within their constitution and this information had not been provided. To award the money to the scouts would be more difficult in providing a separate audit trail of expenditure and be less transparent. As this would not protect the money from being used exclusively for the events and not scouting activities. The clerk advised that the grant funds should be awarded to the working party rather than the scouts. The scouts were some of the members of the working party but not all of them.

4.4 A council member confirmed that the budget was allocated in November and asked the clerk to clarify the section 137 criteria and the limits of this expenditure. The clerk clarified that a section 137 of the local government act allowed a parish council to award grant funds to organisations that would provide a wide benefit to the community and the amount awarded should be in proportion to the amount of people in the parish who would benefit. As this was a larger amount of money that had been reallocated from the general reserve it would need to benefit a large proportion of the community. These events would be open to all Tutbury parishioners and neighbouring parishes.

4.5 The budget allocation was raised from £1500 to £5000, and this was earmarked from the general reserve. The grant budget for the current financial year had been reduced from £5000 to £3000. The maximum that can be spent on section 137 expenditure is approx. £10 per electorate for approximately 3000 electors in Tutbury. Therefore, the allocation of £5000 could be spent through section 137 without exceeding the limits.

A discussion around declaring interests took place the clerk briefly left the meeting.

4.6 The public asked questions of the members regarding the processes and whether the events would have to be cancelled if the grant was not awarded and why these processes had not been clarified earlier, when the working party had been formed. The clerk clarified that the most appropriate way of organising and spending of the budget allocation for the jubilee celebrations would have been through an events committee who had delegated power to spend the budget. All expenditure would have been authorised through the council. Lessons could be learnt and could be addressed on a future agenda item.

4.7 The council could have delegated the power to the clerk to oversee the payments, however there was little time left before the events programme to process the payments and for some, cash payments would be due on the event day. The clerk stipulated that whether the funds were approved for the scout bank account or the event bank account the requirements for auditable expenditure with invoices and receipts would be the same.

4.8 The grant conditions would require all expenditure to have an invoice or receipt and if cash payments were made for services provided, the recipient should sign a declaration that they are responsible for declaring the payment through their appropriate payroll system. The clerk requested a spreadsheet detailing every payment, she stated that the accounts from the event would be internally audited by two councillors. Any unspent grant should be returned.

4.9 The treasurer of the working party and the scouts confirmed that he was experienced in accounting as that was his profession. He would ensure that correct accounts would be kept. He also believed that a further grant of £1000 had been received from the county councillor and he would expect that if additional funding from grants and fundraising on the day would bring the event costs down.

4.10 The clerk suggested to award the grant in the most appropriate way through the working party she would recommend that the agenda item was amended to award the grant fund of £5000 to the jubilee working party, including the scouts, subject to auditable accounts and unspent funds being returned. A member proposed to award the grant to the working party including the scouts..

Resolution

To award a grant of £5000 to the Tutbury working party, including the scouts, to fund a programme of events to celebrate the Platinum jubilee, The grant fund requires auditable accounts and any unspent funds returning to the parish council.

Cllrs votes were unanimous.

Meeting closed at 8.30pm