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**NOTICE IS HEREBY GIVEN** that a meeting of the Finance and Corporate Governance Committee is to be held **Monday 6th February at 8pm** in the Valley Ridge Community Centre

The business to be transacted at this meeting is set out below.

*D Meir*

**Kippax Parish Council Proper Officer**

**Tuesday 31<sup>st</sup> January 2023**

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### **AGENDA**

**088/FG/2223. Apologies**

- a. To note apologies received and approve any reasons for absence

**089/FG/2223. To Note any Declarations of Interest**

- a. To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interests
- b. To approve dispensation requests

**090/FG/2223. Meeting of Finance and Corporate Governance Committee held 9<sup>th</sup> January 2023**

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 9<sup>th</sup> January 2023 as a true and accurate record of that meeting

**091/FG/2223. Finance and Corporate Governance Administration**

- a. To receive an update on the transfer of the direct debit payment to NEST and the closing of the HSBC Current account.
- b. To confirm the process for food purchases for the Community Pantry

**092/FG/2223. Internal Controls**

- a. To review the accounts for payment and resolve to recommend payment for the accounts for payment at the full council meeting on 16th February 2023
- b. To review the wage slips and pension record for February and confirm their accuracy
- c. To review the payments raised between meetings and approve their accuracy
- d. To confirm that all payments have been set up correctly

- e. To review the cashbook and resolve to approve its accuracy
- f. To review the bank reconciliation with the bank statement and resolve to approve its accuracy
- g. To receive an update on receipts and consider further action where necessary
- h. To review the powers for spending decisions report and make any recommendations to full council
- i. To review and confirm the accuracy of the caretaker's petty cash transactions
- j. To review the Community Infrastructure Levy (CIL) Report and agree any actions

**093/FG/2223. Budgets**

- a. To review the budget monitoring report and make any recommendations to full council.

**094/FG/2223. Grants**

- a. To review any new grant application to be considered by full council on 16th February 2023
- b. To review the alternative receipts from Kippax in Bloom and confirm completion of the grant

**095/FG/2223. Next Meeting**

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm the date of next meeting of the Finance and Corporate Governance Committee as Monday 6<sup>th</sup> March at 8pm