



www.kippax-pc.gov.uk

NOTICE IS HEREBY GIVEN that a meeting of the Finance and Corporate Governance Committee to be held **Monday 6th March 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 28th February 2023

AGENDA

096/FG/2223. Apologies

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

097/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

098/FG/2223. Meeting of Finance and Corporate Governance Committee held 6th February 2023

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 6th February 2023 as a true and accurate record of that meeting

099/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 review the transaction and monthly limit on the Multipay card and make recommendation to full council.

100/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 March 2023
- b. To review the wage slips and pension record for March and confirm their accuracy
- c. To review the P32 and confirm the Councils PAYE payment to HMRC.
- d. To review the payments raised between meetings and approve their accuracy
- e. To confirm that all payments have been set up correctly
- f. To review the cashbook and resolve to approve its accuracy

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

101/FG/2223. Budgets

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

102/FG/2223. Grants

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

103/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 3rd April at 8pm