



www.kippax-pc.gov.uk

NOTICE IS HEREBY GIVEN that a meeting of the Finance and Corporate Governance Committee is to be held **Monday 8th April at 7:30pm** 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 2nd April 2024

AGENDA

086/FG/2324. Apologies

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

087/FG/2324. 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

088/FG/2324. Meeting Minutes

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 11th March 2024 as a true and accurate record of that meeting.

089/FG/2324. Internal Controls

- a. To review the payments raised between meetings and approve their accuracy.
- b. To review the accounts for payment and resolve to recommend payment for the accounts for payment at the full council meeting on 18th April 2024
- c. To review the wage slips and pension record for April and confirm 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 and confirm the accuracy of the caretaker's petty cash transactions.
- i. To review and confirm the accuracy of the Multipay transactions.
- j. To review and approve the accuracy of the Multipay reconciliation to the statements.
- k. To review and confirm the accuracy of the VAT reclaim.
- l. To review and confirm the accuracy of the asset register.

090/FG/2324. Budgets

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

091/FG/2324. Grants

- a. To review any new grant application to be considered by full council on 18th April 2024
- b. To review the receipt from The Growing Zone and recommend full council to approve payment of the 2024-25 grant.
- a. To review the grant monitoring report and agree any actions.

092/FG/2324. Finance System

- a. To receive an update on the implementation of the system and agree any actions.

093/FG/2324. 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 for the next meeting of the Finance and Corporate Governance Committee as Monday 13th May at 7.30pm.