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Minutes of the meeting of the Finance and Corporate Governance Committee held on Monday 7th February at 8pm in the Valley Ridge Community Centre

Approved at the Finance and Corporate Governance Committee meeting held on Monday 7th March 2022

Present: Councillor M. Eyre, Councillor M. Biscomb, Councillor H. Foley, Councillor J Bate and D. Meir (Clerk)

071/FG2122. Apologies

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

Apologies were received from Councillor G Hardwick and it was resolved to approve the reason for absence.

072/FG/2122. 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

None

- b. To approve dispensation requests

None

073/FG/2122. Meeting of Finance and Corporate Governance Committee held 10th January 2022

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 10th January 2022 as a true and accurate record of that meeting

It was resolved to approve the minutes of the meeting of Finance and Corporate Governance Committee held 10th January 2022 as a true and accurate record of that meeting

074/FG/2122. Finance and Corporate Governance Administration

- a. To receive an update on the application to switch bank accounts to the Unity Trust

A response to the application has not yet been received. Councillor Eyre will continue to pursue.

- b. To consider the information on savings accounts and make recommendations to full council

It was resolved to recommend to full council to open savings accounts at Unity

Trust Bank, Redwood Bank and United Trust Bank.

075/FG/21222. 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 17th February 2022

It was resolved to recommend the following accounts for payment to full council.

Climate emergency webinar – Cllr M Biscomb	15.00
Planning webinar – Cllr Eyre	22.50
Cllr Eyre expenses	12.90
Clerk office expenses	12.66
Safeguarding training – Cllr M Biscomb	7.59
Methodist Church Hall Hire 17th February	25.00
Caretaker Mileage	3.15
2 Defibrillators	1,836.00

- b. To review the wage slips and pension record and confirm their accuracy

It was resolved to confirm the accuracy of the wage slips and pension record:

Salaries	1,505.22
Pensions	101.02

- c. To review the cheques raised between meetings and approve their accuracy

It was resolved to confirm the accuracy of the cheque raised between meetings:

Kippax Central survey	1,440.00
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- d. To confirm that all cheques have been completed correctly

It was resolved to confirm that all cheques have been completed correctly.

- e. To confirm that the cheque counterfoils have been initialled by signatories.

It was resolved to confirm that the cheque counterfoils have been initialled by signatories.

- f. To review the cashbook and resolve to approve its accuracy

It was resolved to approve the accuracy of the cashbook

- g. To review the bank reconciliation with the bank statement and resolve to approve its accuracy

It was resolved to approve the accuracy of the bank reconciliation

- h. To receive an update on receipts, including magazine advertising and consider further action where necessary

An update on receipts was received as per the accounts for payments:

Calendar Sales	580
Magazine Advertising	100.00

- i. To review the reporting of powers for spending decisions reports and make any recommendations to full council

The report was reviewed and no further action is required.

- j. To review the caretakers petty cash transactions and agree any actions

No new transactions reported.

- k. To review the Community Infrastructure Levy (CIL) Report and agree any actions

The report was reviewed and no further action is required.

068/FG/2122. Budgets

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

The report was reviewed and no further action is required.

069/FG/2122. Grants

- a. To review any new grant applications to be considered by full council on 17th February 2022

The application from Kippax Bowling Club was reviewed and the validity, powers and budget availability were confirmed.

070/FG/2122. Next Meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting

None

- b. To confirm the date of next meeting of Finance and Corporate Governance Committee as Monday 7th March at 8pm

It was resolved to confirm the date of next meeting of Finance and Corporate Governance Committee as Monday 7th March at 8pm

Signed: _____ Date: _____