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Minutes of the meeting of the Finance and Corporate Governance Committee held Monday 15th August at 7pm in the Valley Ridge Community Centre

Approved at the Finance and Corporate Governance Committee meeting held on Monday 5th September 2022

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

039/FG2223. Apologies

- a. To note apologies received and approve any reasons for absence
None

040/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
None
- b. To approve dispensation requests
None

041/FG/2223. Meeting of Finance and Corporate Governance Committee held 11th July 2022

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 11th July 2022 as a true and accurate record of that meeting
- b. **It was resolved** to approve the minutes of the meeting of Finance and Corporate Governance Committee held 11th July 2022 as a true and accurate record of that meeting

042/FG/2223. Finance and Corporate Governance Administration

- a. To receive an update on the opening of the savings accounts
The Redwood Account is now open. The application for an account at the United Trust Bank has been rejected as they are no longer offering accounts to Parish Councils. Clerk to look for an alternative to be considered at the next meeting and to progress the application for a reserve account with Unity Trust Bank.

043/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 18th August 2022.
It was resolved to recommend the following accounts for payment to full council:

Website and email hosting	748.80
Biennial domain renewal	78.00

Summer Tennis sessions	80.00
Defibrillator pads	98.40
Replacement padlock	6.50
Councillor Eyre's expenses	20.30
Clerk's expenses	4.82
Caretaker Mileage	14.40
Hall Hire - FC meeting	25.00
Petty Cash top-up	50.81
Bank transfer to savings account	85,000.00

- b. To review the wage slips and pension record for August and confirm their accuracy.
It was resolved to approve the accuracy of the wages slips and pension records for August except the Clerk's overtime hours have not been paid, so will be added to next month's payment.

Salaries August	1,472.86
Pensions August	77.28

- c. To review the payments raised between meetings and approve their accuracy
It was resolved to confirm the accuracy of the cheques raised between meetings:

Taking down and putting up flags	120.00
Repair of broken strimmer	46.23

- d. To confirm that all payments have been set up correctly
It was resolved that members would check these before the full council meeting.
- e. To review the cashbook and resolve to approve its accuracy.
It was resolved to approve the accuracy of the cashbook
- f. 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
- g. To receive an update on receipts, including magazine advertising and consider further action where necessary
An update on receipts was received as per the payments received report:

Magazine advertising	65.00
Jubilee Stall income	30.00
Interest	0.92
Lawnmower sale	200.00
Calendar sponsors	40.00
Defibrillator pads donation	100.00

- h. To review the powers for spending decisions report and make any recommendations to full council
The report was noted and no further actions required
- i. To review and confirm the accuracy of the caretaker's petty cash transactions
It was resolved to confirm the accuracy of the following petty cash transactions:

Cement	9.50
Wire brush	6.80
Petrol	18.56

It was noted that the float will be topped back up to £100.

- j. To review the Community Infrastructure Levy (CIL) Report for and agree any actions
The report was noted and no further actions required.

044/FG/2223. Budgets

- a. To review the budget monitoring report and make any recommendations to full council.
The report was review and no further actions required.

045/FG/2122. Grants

- a. To review any new grant application be considered by full council on 18th August 2022
None
- b. To note the receipts and evaluation report from The Kippax Welfare Sports and Social Club and confirm completion of the grant
It was resolved to confirm completion of the grant.
- c. To note the receipts and evaluation report from The Valley Ridge Bowling Club and confirm completion of the grant.
It was resolved to confirm completion of the grant.
- d. To recommend to full council to amend the Grants Policy and acceptance letter for payments to be made by bank transfer
It was resolved to recommend to full council to approve the proposed amendment to the Grants Policy.

046/FG/2223. Next Meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
None
- b. To recommend the date of next meeting of the Finance and Corporate Governance Committee as Monday 5th September at 8pm
It was resolved to confirm the date of the next meeting of the Finance and Corporate Governance Committee as Monday 5th September at 8pm

Signed: _____

Date: 5th September 2022