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Minutes of the meeting of the Finance and Corporate Governance Committee held Monday 5th June at 6pm in the Valley Ridge Community Centre

**Approved at the Finance and Corporate Governance Committee meeting held on Monday 10<sup>th</sup> July 2023**

**Present:** Councillor H. Foley, Councillor M. Eyre, Councillor S. Marshall, Councillor D. Martin and D. Meir (Clerk)

**001/FG/2324. Election of Chairman and Vice Chairman**

- a. To receive nominations and elect a Chairman  
**It was resolved to elect Councillor Foley as Chairman**
- b. To receive nominations and elect a Vice Chairman  
**It was resolved to elect Councillor Eyre as Vice Chairman**

**002/FG/2324. Apologies**

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

**003/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  
**None**
- b. To approve dispensation requests  
**None received**

**004/FG/2324. Meeting Minutes**

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 17<sup>th</sup> April 2023 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 17th April 2023 as a true and accurate record of that meeting**

**005/FG/2324. Finance and Corporate Governance Administration**

- a. To receive an update on the amendments to the bank signatories  
**Clerk is in the process of completed the form and obtained the extra information needed from Councillor Martin and Councillor Marshall to complete this.**

#### 006/FG/2324. 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 15<sup>th</sup> June 2023

**It was resolved** to recommend the following accounts for payments to full council:

SLCC Membership	142.08
Clerk's expenses	9.08
Caretaker's mileage	7.65
Gala Banner	28.20
Planning Webinar	25.00

- b. To review the wage slips and pension record for June and confirm their accuracy  
**It was resolved** to defer this to full council as the information is not yet available.

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

Fingerpost sign	2406.00
Community Pantry expenses	12.60
Councillor Eyre expenses	12.65
Flag expenses	26.26
Anti climb signs	6.14

- d. To confirm that all payments have been set up correctly

**It was resolved** to confirm that all payments have been set up correctly

- 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 and consider further action where necessary

An update on receipts was received as per the payments received report:

Interest	177.42
Community Pantry donations	163.76
Gala stall income	40.00

- h. To review and confirm the accuracy of the cash received records

**It was resolved** to confirm the accuracy of the cash received records

- i. To review and confirm the accuracy of the caretaker's petty cash transactions

The receipt for the expenditure was not circulated with the papers. **It was resolved** to defer to full council

- j. To review and confirm the accuracy of the Multipay transactions

**It was resolved** to approve the accuracy of the following Multipay transactions:

Litter picker	63.60
Community Pantry stock purchases	654.25
Strimmer heads	25.12
First aid kit	9.99

- k. To review and approve the accuracy of the Multipay reconciliation to the statements  
**It was resolved to approve the accuracy of the reconciliation**
- l. To review and confirm the accuracy of the commitments to carry forward to the new financial year  
**It was resolved to defer this item to full council**
- m. To review and confirm the accuracy of the Community Infrastructure Levy (CIL) Report  
**It was resolved to confirm the accuracy of the Community Infrastructure Levy (CIL) Report**

**007/FG/2324. Budgets**

- a. To review the budget monitoring report and make any recommendations to full council.  
**Clerk to correct the year on the report. No recommendations to be made.**

**008/FG/2324. Grants**

- a. To review any new grant application to be considered by full council on 15th June 2023  
**The application from Kippax Leisure Centre was reviewed and it was resolved to confirm to full council that it meets the grant criteria and there is available budget of £7,443.**

**009/FG/2324. 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 for the next meeting of the Finance and Corporate Governance Committee as Monday 10<sup>th</sup> July at 7pm.  
**It was resolved to confirm the date for the next meeting of the Finance and Corporate Governance Committee as Monday 10<sup>th</sup> July at 7pm.**

Signed: *H Foley*

Date: 10<sup>th</sup> July 2023