



## MINUTES OF THE FINANCE COMMITTEE HELD ON MONDAY 06 NOVEMBER 2023

### Those present :

Chair : Cllr S Clough  
Vice-Chair : Cllr C M Fletcher  
Councillors : Cllr T Lacey, Cllr W Tinley  
Officers : Mrs G Blank

### FIN109 Chair's Announcements

The Chair welcomed everyone to the meeting.

### FIN110 Apologies for Absence

Apologies have been received from Cllr D Drabble and Cllr C Lacey and the reasons were accepted.

### FIN111 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

### FIN112 Adjournment for Public Participation

There were no members of the public in attendance.

### FIN113 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

There were no items requiring the exclusion of the press and public.

### FIN114 Minutes from the previous meeting

a. To approve the draft minutes of the Finance Committee meeting held on 18th September 2023.

**RESOLVED: That the minutes of the Finance Committee meeting held on the 18th September 2023 are a true and accurate record.**

b. To receive an update on any ongoing issues not covered as an agenda item.

FIN112 - The Clerk confirmed that the external auditors report was received before the September Full Council meeting and approved there.

### FIN115 Finances

#### 7.1 Bank reconciliation

- To receive the bank reconciliation for September 2023.
- To receive the bank reconciliation for October 2023.

The Chair and Cllr Tinley checked that the figures on the bank reconciliation sheet and the bank statement corresponded.

**RESOLVED: That the bank reconciliation checks are complete for September and October 2023**

#### 7.2 Receipts and Payments

- To receive and approve the receipts and payments for September 2023.
- To receive and approve the receipts and payments for October 2023.

Councillors were asked to check the receipts and payments list for each period and ask any questions they may have. The Clerk made the invoice files available to Councillors for random spot checks.

**RESOLVED: That the receipts and payments checks for September and October 2023 are completed.**

#### **FIN116 Budgets**

- a. To receive and approve the budget report for April to September 2023.

The Clerk had circulated the 6 month budget report prior to the meeting for Councillors to consider. Overall the budget is in a good position despite several unbudgeted items and income being significantly lower than hoped.

**RESOLVED: That the budget for April to September 2023 is approved.**

- b. To review, amend and recommend the 24/25 budget to Full Council.

The Clerk had circulated the draft budget for 24/25 prior to the meeting. A revised version was given out at the meeting to include changes following additional information.

Councillors went through the budget and Cllr Fletcher suggested that the stock figure be reduced.

**RESOLVED: That the draft budget for 24/25 is approved and recommended to Full Council.**

#### **FIN117 Policies**

- To consider and recommend to Full Council the Internet Banking Policy.

The Committee discussed the policy and with one small typing amendment were happy with its content.

**RESOLVED: That the Internet Banking Policy is recommended to Full Council for approval.**

#### **FIN118 Items for discussion for a future agenda**

- To notify the Clerk of any matters for inclusion on the agenda for future meetings.

Investments and Bank accounts.

#### **FIN119 Date of the Next Council Meeting**

- 15th January 2024

It was agreed that the meeting scheduled for the 4th December 2023 be cancelled as the 24/25 budget is agreed.

Meeting Closed: 19:30