



FINANCE COMMITTEE Met at Marshalswick Community Centre on Monday 25th September 2023 at 7.30pm

PRESENT: Councillors John Hale (Chair), Luke Sieger, Graham Leonard, Julie Oakley

OFFICERS: Simon Thwaites, Parish Clerk, Emma Hostler, Deputy Parish Clerk

ABSENT: Councillors Jenny Roberts, James Lambert

IN ATTENDANCE: -

725 Apologies

Councillors Roberts, Lambert.

726 Disclosers of Interest and Dispensations

There was none.

727 Minutes of the Meeting held on 5th June 2023

The minutes of the meeting held on the 5th June 2023, having been previously circulated, were reviewed. It was unanimously:

Resolved

That the minutes be approved and signed by the Chair.

728 2023/24 Budgetary Control

Members noted a budgetary control report showing projected net expenditure for 2023/24 of £306,453 against budget of £343,095 - a projected underspend of £36,642. The Clerk pointed out that this is an early projection, subject to a number of uncertainties.

729 Review of Standing Orders and Direct Debits

Members reviewed a schedule of current standing orders and direct debits paid through the Treasurer's Account as required by the Financial Regulations. The Deputy Clerk undertook to respond to two minor queries the following day.

730 Investment of Funds

Members reviewed a briefing note recently received from Arlingclose (via HAPTC) regarding investments for small councils. This was considered in the context of the Parish Council's Treasury and Investment Policy, also circulated. No change was thought necessary currently.

731 External audit 2022/23

It was formally noted that the Parish Council's External Auditor, PKF Littlejohn, has completed the 2022/23 audit. A copy of the audit report was circulated and it was noted that there were no issues requiring attention or recommendations. The Clerk confirmed that a Notice of Conclusion of Audit had been published on the Parish Council's noticeboards and website for a period of 14 days.

732 Matters of Note

- Quarterly bank reconciliations have been signed off as required. It is a requirement of the Financial Regulations that this is noted by the committee.
- IAC Audit and Consultancy Limited will carry out an interim internal audit of the Parish Council on November 20th 2023.
- A salary award for 2023/24 has not yet been agreed between the unions and the National Joint Council for Local Government Services.
- The Grounds Maintenance contract for 2023/23 has increased by an unprecedented 12.9%. Details will be available at the October meeting.
- The balance of this year's precept (25%) will be received on September 29th.
- The operation of the new payroll administrator, Visionary Accountants, is progressing very well.

733 2024/25 Budget

The Clerk/RFO explained the new budget process to new councillors. A presentation is to be brought to the next Finance Committee meeting on October 30th.

734 Items for Inclusion on the Next Agenda

- There was none.

Date of Next Meeting – Monday October 30th 2023 at 7.30pm, Marshalswick Community Centre.

The meeting closed at 8.13 pm.

Chair **Date**