

Wheatley Parish Council Finance Committee

Minutes Monday 25th April 2022

Present: Cllrs P Gregory (PG), R Harding (RH), P Ramsdale (PR), A Sercombe (AS), R Street (RS)(Chair).

Officer: Michelle Legg, Clerk to the Parish Council (Clerk)

Members of Public: 0

No	Item	Action
49.	APOLOGIES FOR ABSENCE – Cllr Burnett, apologies noted and approved.	
50.	DECLARATIONS OF INTEREST - none	
51.	MINUTES ACTIONS FROM FINANCE COMMITTEE on 21st February 2022 Item 39iii New Unity Account – approved application and authorised signatories to complete application form, then Clerk to return form to Unity Item 46 Cllr Sercombe met with representatives from SODC regarding new pavilion project.	All
52.	TO RECEIVE AN UPDATE from the Clerk i) Issues with SAGE software was communicated and should be resolved within the week ii) Maple Tree grant payment (1 of 2) to be paid. iii) 2022-23 Precept, first of 2 payments received. iv) Review of bank mandates to be undertaken - approved v) Internal Audit – draft AGAR figures were unavailable for the meeting, but Clerk will be working on this in the coming weeks, before submitting initial figures to internal auditor	
53.	FINANCIAL MANAGEMENT AS OF 31.03.2022 i) Bank reconciliation & bank statement to be signed ii) Balances: Current Account £ 22,160.39 Premium Account £ 71,277.18 Unity Trust Bank £ 22,517.61 TOTAL £115,955.18 iii) Investments CCLA Deposit £ 65,047.84 iv) Income & Expenditure - noted v) Budget sheet update - noted vi) Reserves vii) Debtors - noted	Clerk
54.	UPDATE ON BARCLAY CARD – issues resolved, transactions refunded and account in credit	
55.	SCHEDULE OF PAYMENTS AUTHORISED - attached with agenda and approved	
56.	REVIEW OF FINANCIAL REGULATIONS – Cllr Harding to assist with the review. clerk to circulate latest versions.	Clerk
57.	INSURANCE RENEWAL FOR 2022-23. Policy is due for renewal on 1st June. Cover to be reviewed and to include events cover for the platinum jubilee. Clerk is approaching several companies and is hoping to present quotes at May meeting.	Clerk
58.	TO CONSIDER EXTERNAL GRANT APPLICATIONS TO SUPPORT COUNCIL'S STRATEGIC PLAN i) SSEN Community Grants. Committee felt that other members should be considering whether their committees could support or apply.	

Clerk to recirculate information to councillors.

Clerk

59. TO DISCUSS OTHER EXPENDITURE

- i) Platinum Jubilee – bookmarks, 250 (£2.44p each plus VAT and postage) was deemed an adequate number and **Clerk to place the order.**
- ii) Church Rd Rec Cliff face – a section of the site has been fenced off due to boundary fence issues from a property on the cliff top. Clerk and grounds staff visited the site and gave residents some advice. No repairs have been undertaken as yet.
- iii) Any other unexpected expenditure
 - Jubilee picnic – grants to cover costs ASDA
 - Lime tree in memorial, local arborist has met with the Clerk to discuss concerns about the health of the tree. Clerk is waiting for a quote for some internal surveys, so that the council can make an informed decision on what action is best. **Clerk to monitor in the meantime.**

Clerk

Clerk

60. CORRESPONDENCE RECEIVED AND ANY URGENT/UNPLANNED ISSUES REQUIRING ATTENTION

- i) Holton Playing Field fence. Several options are being explored and will be reported back to the council for consideration.

Date of next meeting 20th June 2022