## Wheatley Parish Council Finance Committee Minutes Monday 20<sup>th</sup> February 2023

**Present:** Cllrs Gregory (PG), R Harding (RH), T Newman (TN), P Ramsdale (PR), A Sercombe (AS), R Street (Chairman),

Officer: Michelle Legg, Clerk to the Parish Council (Clerk) Members of Public: 0

## Meeting started at 19:30 and closed at 20:12

No Item Action

- 38. APOLOGIES FOR ABSENCE none
- 39. DECLARATIONS OF INTEREST none
- **40. MINUTES FROM FINANCE COMMITTEE** on 19<sup>th</sup> December 2022, were signed, by the Chairman as a true record of the meeting.
- **41. OUTSTANDING ACTIONS FROM FINANCE COMMITTEE** on 19<sup>th</sup> December 2022. Clerk to liaise with MB re
- 42. TO RECEIVE AN UPDATE from the Clerk
  - i) Internal Auditor visit arranged for 15<sup>th</sup> May.
- 43. TO CONSIDER GRANT APPLICATIONS RECEIVED FOR 2022-23
  - i) Community Larder (£300) approved
- **44. TO REVIEW GRANT APPLICATION FORM AND POLICY FOR 2023-24.** It was agreed to amend the notes regarding reporting of projects. Clerk to make amendment and make accessible to the public.
- 45. FINANCIAL MANAGEMENT AS OF 30.01.2023
  - Bank reconciliation & bank statements were signed by the Chairman of the committee.
  - ii) Balances:

Current Account	£16,957.18
Premium Account	£ 61,352.99
Unity Deposit	£ 10,245.52
Unity Savings	£ 60,320.37
CCLA Deposit	£ 65,705.76
TOTAL	£ 214,582.12

- iii) Income & Expenditure- noted.
- iv) Budget sheet update- noted.
- v) Reserves and to consider ear marked reserves for 2023/24
  Potential projects for public building and Littleworth field, plus the pavilion project, would be reviewed by the council after the elections.
- vi) Debtors noted
- **46. SCHEDULE OF PAYMENTS AUTHORISED** attached with agenda, was approved.
- 47. TO RECEIVE REPORT FROM INTERNAL CHECKER noted.

## 48. CORRESPONDENCE RECEIVED AND ANY URGENT ISSUES REQUIRING ATTENTION

- i) CFO Membership renewal (£70), committee were happy to continue subscription.
- ii) SODC Election fees for 2023, noted.
- iii) Merry Bells committee room hire increases.
- iv) Cleaners price increase.
- v) Notice from web site provider suggest this is given to the Communications Working Group to review.
- vi) Unity no longer working with Post Office to accept cash deposits noted.
- vii) Invoice for branding noted and to be presented to council for approval. Clerk

- 49. TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING DUE TO THE PERSONAL AND CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED approved
- 50. CONSIDER QUOTES/TENDERS RECEIVED FOR:
  - i) grass cutting contract The three-year contract was awarded to ODS (£5,995 + VAT per year)
  - ii) streaming facilities for council meetings Clerk shared information on the OWL and will be discussed further by the Communications Working Group. **Clerk to see if a trial could be arranged.**

Clerk

Date of next meeting 17th April 2023