

Normandy Parish Council

Serving Our Community through working in Partnership

Minutes of a meeting of **NORMANDY PARISH COUNCIL FINANCE & GOVERNANCE COMMITTEE** held at the **ROYAL BRITISH LEGION HALL, GUILDFORD ROAD** on **THURSDAY 5 MAY 2022** at 7.30 pm.

Committee Members present Cllrs Tony Coomber (Chairman), Bob Hutton and Pat Tugwell

Non-committee members present Andy Beams (Locum Clerk)

FG-42 APOLOGIES

None.

FG-43 DECLARATIONS OF INTEREST

None.

FG-44 MINUTES OF PREVIOUS MEETING

RESOLVED: The minutes of the Finance & Governance Committee meeting held on 10 March 2022 were adopted as a true record.

FG-45 QUESTIONS FROM THE PUBLIC

None.

FG-46 FINANCIAL REPORTS

The Locum Clerk had circulated the payment list, income and expenditure, and bank reconciliation in advance of the meeting and talked through the content of each.

(a) To approve the Payment List for period 1 March to 31 March 2022

RESOLVED: Members approved payments totalling £9,709.60 as listed for the period 1 March to 31 March 2022 inclusive.

(b) To note the Income and Expenditure year to date (to 31 March 2022)

RESOLVED: Members noted the income and expenditure report as of 31 March 2022, stating income at 100.4% of budget and expenditure at 70.8% of budget.

(c) To approve the Bank Reconciliations to 31 March 2022

RESOLVED: Members approved the bank reconciliation to 31 March 2022 and the report and original bank statements were signed by the committee Chairman.

FG-47 FINANCIAL YEAR END AND AUDIT UPDATE

The Locum Clerk went through the year-end figures with Members, outlining the key financial reports and explaining the meaning of each.

The year-end position was as projected in January, and there remained enough funds to complete the planned earmarked reserve transfers as discussed during the budget setting exercises.

The Locum Clerk confirmed that all the information has been sent to the internal auditor, and we are now awaiting his comments before presenting to council and subsequently to the external Auditor.

The Locum Clerk was thanked for the work completed on the finances during the year, and Members acknowledged the council was in a far better and more transparent financial situation than in previous years.

FG-48

MATTERS FOR INFORMATION OR FUTURE AGENDA ITEMS

The Locum Clerk was asked to investigate whether read only access to the RBS system was available.

There being no further business, the meeting ended at 8.32 pm.