

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 05 JANUARY 2023** at 7.30 pm.

Committee Members present Cllrs Tony Coomber, Paul Chillman, Bob Hutton

Non-committee members present Andy Beams (RFO), Amanda Pick (Parish Clerk)

FG-85 APOLOGIES

Apologies were received and accepted from Cllr Paul Howarth and Pat Tugwell

FG-86 DECLARATIONS OF INTEREST

Cllr Coomber declared a non-pecuniary interest in FG91

FG-87 MINUTES OF PREVIOUS MEETING

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

FG-88 QUESTIONS FROM THE PUBLIC

None

FG-89 FINANCIAL REPORTS

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

(a) Approval of the Payment List for period 1 November to 31 December 2022

RESOLVED: Members approved payments as listed for the above period.

(b) Noting the Income and Expenditure year to date (31 December 2022)

RESOLVED: Members noted the income and expenditure report as of 31 December 2022. Overall expenditure is at 60% where it would be expected to be at 75%, there will be significant spending in Estates coming up, therefore the council is within the expected expenditure for the year to date.

(c) Approval of the Bank Reconciliations to 31 December 2022

RESOLVED: There were 3 cheques which remain unbanked, it could be that they are caught up in the postal strikes. It will be looked at again next month to see if they turn up.

FG-90 BUDGET 2023/24

(a) The committee discussed the process for year end surplus/deficits and the effect on reserves

RESOLVED: Default accounting position, if you have a surplus then that automatically gets added to general reserves. The council can agree further EMRs should they need to.

(b) Members were refreshed on the relationship between the precept, the tax base and the Band D equivalent charge to residents

RESOLVED: RFO explained the change in the tax base from the last financial year.

(c) The 2023/24 budget proposal and agreement recommendation for approval by council

RESOLVED: Members agreed the budget ready to present to full council for final approval.

FG-91 GRANTS

Moved to the end of the meeting

FG-92 BANKING

(a) Members heard an update on a new banking provider. Councillor Chillman has investigated opening an account with Skipton in order to protect funds. He has had a meeting with the provider.

RESOLVED: Members agreed to open a 'Community Account' with authorisation for Councillors Chillman, Hutton, Howarth and Coomber to be signatories. A sum of £70k will be transferred into the account once opened.

(b) Members discussed Financial Regulations regarding transfers between internal accounts.

RESOLVED: The RFO advised that the daily sweep will amend any negative figures at the end of the day and therefore there is no requirement to amend the sweep amount.

FG-93

EXTERNAL AUDITOR APPOINTMENT

RESOLVED: Members noted the appointment of the external auditor for the 2022-23 financial year for the 5-year period until 2026-27

FG-94

MATTERS FOR INFORMATION AND/OR FUTURE AGENDA ITEM

RESOLVED: To agree an update on policies relevant to this committee

Councillor Coomber left the meeting due to his interest in FG91 and Councillor Chillman took over as Chairman.

FG-91

GRANTS

To consider the requests regarding a community grant from Royal British Legion.

RESOLVED: Members agreed to offer an increased amount of £750 for the defibrillator, this is above the amount requested but still under the policy amount of 50% of a project as it will serve the whole village well.

There being no further business, the meeting ended at 21:16pm.