

**MINUTES FINANCE AND GENERAL PURPOSE COMMITTEE MEETING  
MONDAY 23<sup>RD</sup> OCTOBER 3.45 P.M. CLAYS LANE SPORTS PAVILION**

**Public participation** - A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area.

Present: Cllrs R Faulkner, P Ackroyd and A Riley

In attendance: Mrs K Lear (Clerk)

1/23-10-23 Apologies for absence – Everyone present

2/23-10-23 Declaration of interest and dispensations – None submitted.

3/23-10-23 Minutes of the last meeting

It was resolved that the minutes were an accurate and factual record.

4/23-10-23 AGAR, Annual Governance Statement, Internal Auditor

Members were happy with the documentation supplied by the clerk.

Clerk to confirm Internal auditor. Clerk to send a copy of th JPAG for all members of the Finance and General Purposes Committee.

5/23-10-23 Budget review for 2<sup>nd</sup> quarter – up to September 2023

Budget was noted. Bank reconciliations were presented to date.  
Members wished the clerk to keep an eye on the utilities costs.

6/23-10-23 Budget Setting

Members agreed that future meetings needed to be November, January and April.

Members requested that the clerk submits an estimate of expenditure/income up the 31<sup>st</sup> March 2024.

There was a discussion in relation to potential projects, Aviation Lane Play Area and Pavilion extension.

There was a discussion in relation to the pavilion extension. The clerk was asked to explore the VAT situation, to obtain up to date architect designs in the event of the council wishing to proceed with this project.

There was a discussion in relation to the Aviation Play Area. It was suggested that a consultation would be needed if members wished to apply to the ESBC Ward Enhancement Scheme.

7/23-10-23 Budget setting in future years

There was a discussion about creating a budget that reflects what the community requires.

A session to be set up in November. This is to allow all members to participate and identify potential projects which they believe will enhance community cohesion and ensure all are aware of their responsibilities in regards to budget planning for the longer term.

Clerk to obtain dates for availability in November from SPCA.

8/23-10-23 Risk Management Plan

The document was noted. It was agreed that additional points will be added as they become identified.

9/23-10-23 Allotment agreement

Members were happy that the advice from the National allotment association an requested that their advice be incorporated in the agreement prior to the document being presented to the Regatta Allotment Committee. Cllr Slater also to be briefed.

10/23-10-23 Access to allotments by SR Construction

Members were happy with the access permissions. Clerk was advised to speak to the Regatta Allotment Committee with Cllr Slater if possible present also.

11/23-10-23 Delegation powers for clerk

Committee expenditure has to be presented to full council for approval. Clerk has delegated powers to spend as per financial regulations.

12/23-10-23 Date for next meeting – 4pm for the Finance Committee to be meet prior. Wednesday 22<sup>nd</sup> November, 6 pm was suggested.

Signed: .....

Date: .....