

HUNDLEBY PARISH COUNCIL FINANCE COMMITTEE MEETING 21ST JUNE 2021 AT 7PM

PRESENT: Cllr Corten-Miller Cllr A Foster Cllr A Pottle
Also Present: Acting Clerk/RFO J Slaymaker

F1.6/21 Chair's remarks and acceptance of Office

The Chair welcomed Cllrs.

Cllr Foster proposed Cllr Corten-Miller as Chair for a further term. This was seconded by Cllr Pottle. Resolved that Cllr Corten-Miller be Chair of the Finance Committee

F2.6/21 Apologies

No apologies were received

F3.6/21 Declaration of pecuniary interests

No interests were declared

F4.6/21 Open Forum

No members of the public were present

F5.6/21 Terms of Reference for the Finance Committee

It was resolved to accept the terms of reference (previously circulated) and recommend approval to the Full Council

F6.6/21 Financial Regulations

Further amendments were made to the Financial Regulations to ensure they are appropriate to the Parish Council. It was resolved to recommend approval to the Full Council

F7.6/21 Bank Reconciliation

As at 19th June 2021, Current Account: £12,892.99 Reserves Account: £22,742.48. The Chair signed the bank statements and reconciliation report.

F8.6/21 Scribe Update

The Clerk reported recent training undertaken. Cllr Corten-Miller gave an example of current difficulties producing the AGAR form which will be simplified next year by using Scribe

F9.6/21 Bank Mandate

It was resolved that all Cllrs have full powers on the bank mandate. This recommendation to go to Full Council

F10.6/21 Council Bank Card

After some discussion it was resolved to apply for a debit card and recommend approval to the Full Council

F11.6/21 Lockable A4 File Store

It was resolved that the Clerk purchase a lockable file store for £41.99 including VAT

F12.6/21 Asset Register

The Asset Register update is progressing. When complete it will be used to undertake an annual inspection and maintenance plan

F13.6/21 Items for next agenda

Asset Register, Scribe reserves data, 22/23 budget, 2022 precept, quarterly bank reconciliation

F14.6/21 No public and press exclusions were necessary

F15.6/21 Date of the next Finance Committee meeting was agreed for Monday 27th September 2021 at 7pm

The meeting closed at 8.30pm