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12<sup>th</sup> April 2023

An ORDINARY MEETING of the **FINANCE & GOVERNANCE COMMITTEE** will be held on Thursday 20<sup>th</sup> April 2023 at 7pm at the Brockridge Centre and the following business will be transacted. All Committee Members are summoned to attend.

Kind Regards

*L Squire*

Linda Squire

Clerk/CEO & RFO to the Parish Council

### AGENDA

**1 APOLOGIES FOR ABSENCE**

MOTION: To note apologies for absence.

**2 DECLARATIONS OF INTEREST and DISPENSATIONS**

With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests as required, and request any dispensations, under the Localism Act 2011.

**3 MINUTES OF THE PREVIOUS MEETING (16<sup>th</sup> March 2023)**

MOTION: Committee to approve and sign the minutes of the previous meeting.

**4 OPEN MEETING**

Public participation: Members of the public will be invited to speak and/or question the Committee on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the chairman of the meeting.

**5 PAYMENTS FOR APPROVAL (See appendix)**

MOTION: Committee to consider and decide on approval of payments as per the attached listing.

MOTION: Committee to consider and decide on approval of any invoices received after the agenda has been issued

MOTION: Committee to approve a £50,000 transfer from the Unity Trust Deposit Account to the Current Account.

MOTION: Committee to nominate 2 councillors to authorise the payments through the bank

**6 CASH BOOK FINANCIALS & BANK RECONCILIATIONS**

MOTION: Committee to note the Financial Reports as at 31/03/23.

MOTION: Committee to note the Bank Statements at 31/03/23

**7 QUARTER 4 ACCOUNTS AND EAR MARKED RESERVES**

MOTION: Committee to consider the transfer of funds from the 2022-3 financial year to Earmarked reserves.

**8 COUNCIL INVESTMENTS**

MOTION: Committee to note CCLA factsheets for February & March 2023

**9 MERGER OF CURRENT IT PROVIDER WITH ANOTHER COMPANY**  
MOTION: Committee to consider and note the revised IT provider.

**10 BALL GAMES & GRANT REQUEST**  
MOTION: Committee to consider recommending to Council to approve basketball activities at the Brockridge Centre  
MOTION: Committee to consider the grant application submitted by FACE for a portable freestanding Basketball hoop, basketballs and a gaming console and games.

**11 UPDATE ON CEILING COSTS FROM STONE KING LLP**  
MOTION: Committee to consider costs provided by Stone King LLP

**12 INTERNAL FINANCIAL CONTROLS**  
MOTION: Committee to consider the internal financial controls quarterly checklist for 1<sup>st</sup> January 2023 to 31<sup>st</sup> March 2023 & year end.

**13 DATE OF NEXT MEETING**  
MOTION: Committee to confirm the date of the next meeting to be Thursday 8th June 2023.

**Members of the public and press are very welcome to attend.**

**APPENDIX**

**Payments for Approval by the Committee**

	Invoice number	Company	Order details	Net £	VAT £	Gross £	Power to spend
Retrospective Payments							
36/03	GB-139316681-2023-17143	Amazon	Refreshments warm space	13.49	0.00	13.49	LGA1972,S,111
37/03	GB-1645221825-2023-77454	"	Refreshments warm space	18.19	0.00	18.19	LGA1972,S,111
38/03	TPC10650	DCK	Accounting	263.35	52.67	316.02	LG1972,S,111
39/03	BROCKERIDGECR/280323	Pegasus Windows	Brockridge Window Clean	31.50	0.00	31.50	LGA1972,S,111
April Invoices							
1/04	SUBS-2023-004	ALCA	Annual Subscription	1135.35	0.00	1135.35	LGA1972,S,111
2/04	GB-1502248885-2023-7752	Amazon	Refreshments warm space	33.32	6.66	39.98	LGA1972,S,111
3/04	015624	Diocese of Bristol	Covenant regrant	1000.00	0.00	1000.00	LGA1972,S,111
4/04	3707	CPS Grounds Ltd	Grounds Maintenance	2705.28	541.06	3246.34	PHA1875,S,164
5/04	31615	lonet	Quarterly Support	250.00	50.00	300.00	LGA1972,S,111
6/04	V809031	NHBS Ltd	C&N Equipment-Bioblitz	1022.50	177.36	1199.86	LGA1972,S,111

7/04	81	Simply cleaning	Pavilion cleaning	400.00	0.00	400.00	PHA1936,S,87
8/04	522834915	Gallagher	Cyber insurance	417.36	0.00	417.36	LGA1972,S,111
9/04	1193	Greenfields	Monthly Park Check	98.50	19.70	118.20	PHA1875,S,164
10/04	3805233814	SGC	Christmas Lights	7854.00	1570.80	9424.80	LGA1972,S,111
11/04	BK209910-1	SLCC	Councillors Course	35.00	7.00	42.00	LGA1972,S,111
12/04	1362878529	Trade UK	Board and fixings	26.41	5.28	31.69	LGA1972,S,111
13/04	1363840150	"	White Paint	37.49	7.50	44.99	LGA1972,S,111
14/04	136287510	"	Maintenance Equipment	34.15	6.83	40.98	LGA1972,S,111