



7th July 2023

An ORDINARY MEETING of the **FINANCE & GOVERNANCE COMMITTEE** will be held on Thursday 13th July 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 ELECTION OF VICE-CHAIRMAN

MOTION: Committee to elect a Vice-Chairman for the coming year, due to the resignation of the previous Vice-Chairman

4 MINUTES OF THE PREVIOUS MEETING (8th June 2023)

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

5 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.

6 PAYMENTS FOR APPROVAL (See appendix)

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

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

- 7 CASH BOOK FINANCIALS & BANK RECONCILIATIONS**
MOTION: Committee to note the Financial Reports as at 30/06/2023.
MOTION: Committee to note the Bank Statements at 30/06/2023
- 8 COUNCIL INVESTMENTS**
MOTION: Committee to note CCLA Factsheet for May.
MOTION: Committee to review all investments and consider more investment with the CCLA
- 9 BUDGETARY CONTROL AND AUTHORITY TO SPEND**
MOTION: Committee to Note expenditure since the last Finance & Governance Committee meeting in the Clerks absence as per Financial Regulation 4.1
MOTION: Committee to consider delegation to the Clerk to pay invoices during the month of August.
- 10 VAT**
MOTION: Committee to consider the VAT on Sporting fees
MOTION: Committee to consider whether the Partial Exemption calculation for 2022-23 needs to be carried out by the accountant and approve the costs associated with this.
- 11 WATER AT THE PARK**
MOTION: Committee to consider the information relating to the water meters at the Park and the potential impact on any users.
- 12 UPDATE FROM THE LAWN TENNIS ASSOCIATION**
MOTION: Committee to consider the response and updated information from the Lawn Tennis Association and any actions required
- 13 LATEST UPDATE RELATING TO THE COVENANT AT THE PARK**
MOTION: Committee to consider the response and updated information from the Diocese and any actions required.
- 14 REVISED ALLOTMENT TENANCY AGREEMENT**
MOTION: Committee to consider and decide whether to recommend to Council to approve the revisions to the Allotment tenancy agreement
- 15 NON- FINANCIAL RISK REGISTERS**
MOTION: Committee to consider and decide whether to recommend to Council to approve the non-financial risk registers
- 16 DATE OF NEXT MEETINGS**
MOTION: Committee to confirm the date/s of the next meetings in September/October 2023.

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

No.	Invoice Number	Company	Description	NET £	VAT £	GROSS £
0107	1381160026	Trade UK- Screwfix	Maintenance equipment	26.23	5.24	31.47
0207	1384448578	“	“	16.63	3.33	19.98
0307	1384884335	“	“	21.33	4.26	25.59
0407	INV-4263	CPS Grounds Ltd	Grounds maintenance- contract July 2023	2,731.95	546.39	3,278.34
0507	3606/23	Advanced Security Systems Ltd	24 hour Intruder & fire alarm monitoring & maintenance- annual contract	625.00	125.00	750.00
0607	GB344706TAEUI	Amazon	Computer equipment	31.38	6.27	37.65
0707	581	HGM Plumbing Services Ltd	Cartridge replacement filters & labour	199.40	39.88	239.28
0807	582	“	Replaced water heater outside toilet, Pavilion	303.99	60.80	364.79
0907	1389498913	B & G- Trade UK	Maintenance equipment	10.90	2.18	13.08
1007	1387427563	Screwfix- Trade UK	“	35.63	7.13	42.76
1107	1389498921	“	“	14.99	3.00	17.99
1207	1389498948	“	Hand pressure washer	66.66	13.33	79.99