

## ANSTON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE HELD AT THE PARISH HALL, 15A RYTON ROAD, NORTH ANSTON ON WEDNESDAY 5<sup>th</sup> JANUARY 2022

**Present:** Councillors Tim Baum-Dixon (Chairman of the Committee), Diane Graham, Clive Jepson, Colin Tawn and Marie Wilkinson.

**In Attendance:** C Pilkington (Clerk)

#### **1.22 APOLOGIES**

Apologies for the meeting and reasons for absence from it were received from Cllrs Ben Bentley and Phil Matthews.

**RESOLVED:** That the reasons for absence of Cllrs Bentley and Matthews be approved.

#### **2.22 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

**(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS CODE OF CONDUCT**

None.

**(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO COUNCILLORS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS**

None.

#### **3.22 IDENTIFICATION OF ITEMS FOR THE EXCLUSION OF PRESS AND PUBLIC**

None.

#### **4.22 MINUTES OF THE MEETING OF THE COMMITTEE HELD ON WEDNESDAY 1<sup>st</sup> DECEMBER 2021**

An amendment to paragraph 141.21 of the minutes was agreed.

**RESOLVED:** That with one amendment the minutes of the meeting of the Committee held on Wednesday 1<sup>st</sup> December 2021 be confirmed as a true and accurate record and signed by the Chairman of the meeting.

## 5.22 INTERNAL CONTROL CHECKS

**RESOLVED:** That Councillors Graham and Wilkinson carry out the internal control checks of the December accounts. Also that Cllrs Graham and Wilkinson liaise with the Responsible Financial Officer to agree the schedule of checks required under the new internal controls checklist adopted by the Council.

## 6.22 PAYMENTS

**RESOLVED:** That the payments processed and authorised since the last meeting to the value of £36,756.05, as listed at appendix 1, be approved.

## 7.22 MONTHLY ACCOUNTS

**RESOLVED:** that the bank reconciliation together with receipt and payment schedules for November 2021 as shown at appendix 2, 3 and 4 be confirmed.

All bank accounts (total)	-	£ 518,766.71
Unpresented payments	-	£ 2,527.82
Total receipts	-	£ 6,287.10
Total payments	-	£ 46,052.25

The level of reserves, as shown at appendix 5, was noted.

## 8.22 MANAGEMENT ACCOUNTS

The management accounts, as shown at appendix 6, with actual entries up to and including November 2021 were discussed and noted.

## 9.22 DEBTORS

The Clerk updated members on the debts owed to the Council.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

## 10.22 GRANTS

None.

## 11.22 TENDERS FOR REPAIR TO THE OLD LIBRARY

There was nothing to report regarding this matter.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**12.22 PHOTOCOPIER**

The Clerk reported that he had contacted the finance company to clarify the break clauses in the contract.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Committee.

**13.22 BUDGET 2022/2023**

Members discussed the draft budget and precept demand for 2022/2023. It was noted that the tax base figures had not arrived yet from RMBC. Given the lack of tax base figures it was felt that a recommendation about the budget could not be made to full Council

**RESOLVED:** That the draft budget and precept demand for 2022/2023 be noted.

**14.22 MID-YEAR INTERNAL AUDIT**

It was noted that the mid-year internal audit had not been circulated with the paperwork for the meeting.

**RESOLVED:** That the mid-year internal audit be considered at the next meeting of the Committee.

**15.22 REVISED TERMS OF REFERENCE**

**RESOLVED:** That consideration of revised draft terms of reference for the Committee be deferred to the next meeting of the Committee.

**16.22 FINANCIAL RISK ASSESSMENT**

It was noted that the financial risk assessment for 2021/2022 had not been circulated with the paperwork for the meeting.

**RESOLVED:** That the financial risk assessment for 2021/2022 be considered at the next meeting of the Committee.

**17.22 DISCUSSION OF ITEMS FOR WHICH PRESS AND PUBLIC HAVE BEEN EXCLUDED**

None.

**18.22 DATE AND VENUE OF NEXT MEETING**

**RESOLVED:** That the Committee next meet on Wednesday 2<sup>nd</sup> February 2022 at 7.30pm at the Parish Hall, 15a Ryton Road, North Anston.