

FINANCE AND GENERAL PURPOSES COMMITTEE MEETING**DRAFT ELECTRONIC COPY, final (approved) signed original held on file****Minutes of the Meeting held on Wednesday 19th February 2020**

Present were Councillors Vernon (Chairman), Bentley, Graham, Jepson, Tawn and Thornley.

In attendance: Four members of the public, RFO – M Gazur (taking minutes), Clerk – C Pilkington.

The meeting commenced at 7:53 p.m.

013/20 APOLOGIES FOR ABSENCE

Apologies for absence were received from: committee members Cllrs Matthews and Tarmey; other councillors Cllrs Ireland (JC), Prendergast and Wilkinson.

014/20 MINUTES OF PREVIOUS MEETING

RESOLVED: that the minutes of the meetings of the Finance and General Purposes Committee held on the 18th December 2019 and 15th January 2020 be confirmed as true and accurate records of the proceedings.

015/20 APPROVE PAYMENTS AND SIGN CHEQUES AND MANDATES

RESOLVED: that the invoices/vouchers/payments to a value of £61,542.14 as presented by the RFO, and as listed at appendix 1, be approved.

016/20 ACCOUNT/BANK RECONCILIATION FOR DECEMBER 2019

RESOLVED: that the Account/Bank reconciliation for December 2019, as now presented by the RFO and shown at appendix 2, be confirmed.

All bank accounts (total) -	£ 273,630.15
Unpresented cheques -	£ 7,210.34
Receipts not shown -	£ 0.00

017/20 RECEIPTS AND PAYMENTS SCHEDULES FOR DECEMBER 2019

RESOLVED: that the Receipts and Payments schedules for December 2019, as now presented by the RFO and shown at appendices 3 and 4, be confirmed.

Total receipts -	£ 2,226.00
Total payments -	£ 24,760.79

018/20 FINANCIAL OVERVIEW FOR DECEMBER 2019

RESOLVED: that the financial overview for December 2019, as now presented by the RFO, be published on the Web-site.

019/20 ACCOUNT/BANK RECONCILIATION FOR JANUARY 2020

RESOLVED: that the Account/Bank reconciliation for January 2020, as now presented by the RFO and shown at appendix 5, be confirmed.

All bank accounts (total) -	£ 246,894.18
Unpresented cheques -	£ 600.23
Receipts not shown -	£ 0.00

020/20 RECEIPTS AND PAYMENTS SCHEDULES FOR JANUARY 2020

RESOLVED: that the Receipts and Payments schedules for January 2020, as now presented by the RFO and shown at appendices 6 and 7, be confirmed.

Total receipts -	£ 12,437.72
Total payments -	£ 32,563.58

021/20 FINANCIAL OVERVIEW FOR JANUARY 2020

RESOLVED: that the financial overview for January 2020, as now presented by the RFO, be published on the Web-site.

022/20 MANAGEMENT ACCOUNTS

The RFO presented the management accounts with actual entries up to and including January 2020. These were discussed and noted.

023/20 RESERVES

The RFO presented the reserves accounts with actual entries up to and including January 2020. These were discussed and noted.

024/20 RISK ASSESSMENT AND AUDIT ARRANGEMENTS

RESOLVED: that updated Risk Assessment and Internal Audit Arrangements be recommended to full Council for approval.

025/20 INTERNAL AUDIT OF ACCOUNTS

Cllrs Graham and Jepson agreed to carry out an audit of the January 2020 accounts.

026/20 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: that the press and public be excluded because of the confidential nature of the business to be transacted, and as it would not be in the public interest to conduct the meeting in public.

027/20 DEBTORS

Utility invoices for the old library have not been raised since February 2018 due to ongoing structural problems with the building. **RESOLVED:** that all costs incurred under these headings be met from the Council's revenue account. That invoicing for utilities at the old library commence from the 1st April 2020 together with a commercial rent for the lease of the building.

028/20 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Wednesday 18th March 2020 commencing after the Charity meeting in the Parish Hall, Ryton Road, North Anston.

The meeting finished at 8:33 p.m.