

ANSTON PARISH COUNCIL

NOTICE OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

You are hereby summoned to attend a meeting of the Finance and General Purposes Committee to be held at the **Parish Hall, 15a Ryton Road, North Anston, Sheffield, S25 4DL** on **Wednesday 5th June 2024** commencing at **7:15pm** for the purpose of transacting the following business.

- 1. ELECT CHAIRMAN**
To elect Chairman for this committee

- 2. APOLOGIES**
To receive apologies for absence and to approve reasons for absence

- 3. DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**
To receive disclosures by members of any disclosable pecuniary interests and to receive and decide upon requests for dispensation to take part in discussions and votes where members have declared disclosable pecuniary interests

- 4. ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS**
To identify agenda items where resolutions may be moved to exclude the press and public

- 5. COMMITTEE MEETING**
To receive and confirm the minutes of the meeting of the Finance Committee held on Wednesday 3rd April 2024 (the meeting of the 1st May was inquorate)

- 6. INTERNAL CONTROL CHECKS**
To appoint two members to carry out the internal control checks for March and April 2024

- 7. PAYMENTS**
 - a) To receive minutes of the Payments Authorisation Sub-Committee
 - b) To receive list of payments authorised by the Clerk
 - c) To approve any outstanding payments

- 8. MONTHLY ACCOUNTS**
 - a) To consider/approve bank reconciliation for March and April 2024
 - b) To consider/approve receipts schedule for March and April 2024
 - c) To consider/approve payments schedule for March and April 2024
 - d) To discuss reserves and any action required regarding vireing (unallocated reserves need allocating)

e) To discuss the old library project and receive spend-to-date data (and note that funding is now in place)

9. MANAGEMENT ACCOUNTS

To discuss management accounts

10. YEAR-END ACCOUNTS

- a) To receive/note Internal Audit report
- b) To consider/receive Year-end accounts 2023/2024
- c) To appoint internal auditor for 2024/2025

11. BANK SIGNATORIES

To confirm existing and to approve additional bank signatories

12. RESERVES POLICY 2024

To consider/approve Reserves Policy 2024

13. DISCUSSION OF ANY ITEM(S) FOR WHICH THE PRESS AND PUBLIC HAVE BEEN EXCLUDED

To discuss and take decisions about any agenda item(s) for which the press and public have been excluded

14. DATE OF NEXT MEETING

To agree that the next meeting of the Finance Committee will take place at 7.15pm at the Parish Hall, 15a Ryton Road, North Anston on Wednesday 3rd July 2024

CIRCULATION

Committee members: Councillors Concannon, Graham, Jepson, Pack A, Pack E, Scholey, Scott and Tawn.

Michael Gazur MCMi PSLCC DMS CiLCA

M J Gazur

RFO to the Anston Parish Council

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30th May 2024