

ANSTON PARISH COUNCIL
Minutes of a meeting of the Finance Committee
held on Wednesday 7th February 2024

Present: Councillors Graham (Chairman), Concannon, Tawn, Wilkinson and Wright.

In Attendance: Mr Andrew Woodhead (Clerk to the Anston Parish Council), M Gazur (RFO and taking minutes) and no members of the public.

The meeting started at 7:18 p.m.

010/24 APOLOGIES FOR ABSENCE

Cllrs Bentley and Jepson

RESOLVED: That the apologies and reasons for absence be approved.

011/24 MINUTES OF PREVIOUS MEETING

RESOLVED: that the relevant part of minuted resolution 004/24, to authorise two councillors to inspect the Crowgate facility, be removed as the matter was not within the Terms of Reference for the Finance Committee.

RESOLVED: That the minutes of the meeting held on Wednesday 10th January 2024, as amended, be confirmed as a true and accurate record.

012/24 INTERNAL CONTROL CHECKS

RESOLVED: That Cllrs Graham and Wright carry out an audit of the December accounts.

013/24 PAYMENTS

- a) Minutes of the Payments Authorisation Sub-Committee were not available but it was reported that the payment to C S Surveying (UTB002321 - £7,165.06) (shown green at appendix 1) had been approved.
- b) **RESOLVED:** That the invoices passed for payment by the Clerk under sections 5.5 and 5.6 of Financial Regulations (shown grey at appendix 1) be approved.
- c) **RESOLVED:** that payments UTB002322 (Edge IT - £2,475.12) and UTB002336 (M&C Elliott - £1,200) (shown yellow at appendix 1) be approved.

014/24 MONTHLY ACCOUNTS

RESOLVED: that the bank reconciliation for December 2023, together with receipt and payment schedules, as shown at appendices 2, 3 and 4 be confirmed.

All bank accounts (total) -	£ 523,203.02
Unpresented payments -	£ 0.00
Total receipts -	£ 1,184.21
Total payments -	£ 21,504.27

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

The level of expenditure regarding the refurbishment of the old library, as shown at appendix 6, was noted.

015/24 MANAGEMENT ACCOUNTS

The management accounts, as shown at appendices 7 a and b, with actual entries up to and including December 2023 were discussed and noted.

016/24 FINANCIAL REGULATIONS

RESOLVED: that an addendum (The Protocol) regarding payments authorisation with regard to the refurbishment of the old library, as shown at appendix 8, be approved.

017/24 DATE AND VENUE OF NEXT MEETING

RESOLVED: that the Committee next meet on Wednesday 6th March 2024 at 7.15pm at the Parish Hall, 15a Ryton Road, North Anston.

The meeting finished at 8:00 p.m.