**Minutes of Trowse with Newton Parish Council – Finance Committee meeting held on 20th June 2022 at 6.30pm,**

**in The Manor Rooms, Trowse.**

**Present**

Cllr Peart (chair), Cllr Haynes, Cllr Bowers, Cllr Owen, Kate Leggett (Clerk)

**011 (001) Apologies**

None

**012 (002) Declarations of Interest and Dispensations**

Any items pertaining to allotments or Manor Rooms.

**013 (003) Minutes of the previous meeting.**

Minutes of the meeting held on the 6th May 2022 were **agreed and signed.**

**014 (004) Maters Arising from the previous minutes**

None

**015 (005) Public Forum**

None

**016 (006) Clerks Report**

6.1 - The clerk gave an update on the current financial position and progress with the audit.

**017 (007) Financial Procedures**

7.1 – Waiting for the report to come in from the internal auditor and review financial procedures following the report recommendations. This should be available for the next meeting.

7.2 – Expenses process. The clerk took those present through the new expenses process document. Discussion took place. Put to a vote**.** **All in favour. Resolved to implement new process.**

7.3 – Cllrs had been issued this month’s bank reconciliation. **Resolved to accept.**

**018 (008) Banking Issues**

8.1 Santander issues. Letter has been sourced from our accountant and clerk is to send with minuted documents from previous Full Council meeting that states the new signatories. This same process will have to be done for the Nationwide account.

**019 (009) Any Other Business**

None

**020 (010) Date and time of next meeting**

Next meeting Monday 25th July at 6.30pm.

Meeting closed at 7.05pm