

# Minutes of Trowse with Newton Parish Council – Finance Committee meeting held on 19<sup>th</sup> June 2023 at 6.30pm, in The Manor Rooms, Trowse.

## Present

Cllr Haynes (Chair) Cllr Bowers, Cllr Owen, and Kate Leggett (Clerk)

## 001 (001) Apologies

Cllr King

## 002 (002) Declarations of Interest and Dispensations

None for this meeting

## 003 (003) Minutes of the previous meeting

Minutes of the meeting held on the 17<sup>th</sup> April 2023 were **agreed and signed.**

## 004 (004) Matters Arising from the previous minutes

None

## 005 (005) Public Forum

None

## 006 (006) Financial Procedures

6.2 End of Year accounts 22/23

7 6.1 Approval of payments and bank reconciliation for May 2023

8 a) **Payments and Bank reconciliations for May 2022 were agreed and signed.**

- a) - To receive Audit Report and consider recommendations to present to Full Council- **AGREED TO RECOMMEND TO FULL COUNCIL THAT INTERNAL AUDIT BE APPROVED AS A TRUE RECORD.**
- b) - To receive Bank Reconciliation to 31/03/2023 and present to Full Council – **AGREED TO PRESENT TO FULL COUNCIL**
- c) - To receive end of year AGAR and present to Full Council
  - i) To consider and approve AGAR section 1 – Annual Governance Statement.- **APPROVED**
  - ii) To consider and approve AGAR section 2 – Accounting Statement - **APPROVED**
  - iii) To agree the notification of the commencement of the period of exercise of public rights as Monday 26<sup>th</sup> June 2023 to Friday 4<sup>th</sup> August 2023. **APPROVED.**

6.3 - Budget V Actual spending. The clerk took those present through a document which has been circulated ahead of the meeting. The document will be used to monitor budget spending going forward and will be reviewed monthly by this committee.

## 007 (007) Banking Issues

7.1 Santander account still needs new signatories. Clerk and Cllr Bowers to arrange this before clerk's annual leave.

Clerk to investigate Unity Bank credit/debit card to enable purchases to be made without using personal accounts.

## 009 (009) Date and time of next meeting

Next meeting Monday 22<sup>nd</sup> May 2023 at 6.30pm.

Sign:

Date:

Meeting closed at 7.05pm

<b>Decisions/Actions</b>	<b>Delegated to</b>
Santander	Clerk/Cllr Bowers
Council Debit Card	Clerk

DRAFT

Sign:

Date: