

O.MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

Finance Committee meeting held on 18th December 2023 at 6.30pm, in The Manor Rooms, Trowse.

Present

Cllr Bowers, Cllr Owen, Cllr King and Kate Leggett (Clerk)

001 (001) Apologies

Cllr Haynes. In Cllr Haynes' absence Cllr Bowers took the chair.

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 20th November 2023 were **agreed and signed**.

004 (004) Maters Arising from the previous minutes

Cllr Bowers suggested that a monitoring spreadsheet be created to enable correct management of the council's ear marked reserves. **Clerk to action.**

It was also suggested that future spends are recorded under the relevant power, i.e., Section 137.

005 (005) Public Forum

None.

006 (006) Financial Procedures

6.1 Approval of payments and bank reconciliation for October 2023

a) **Payments and Bank reconciliations for November 2023 were agreed and signed.**

6.2 To discuss and approve budgets from Personnel and Communications and Open Spaces Committees.

Cllr Bowers took members through the revised budgets for Open Spaces and Personnel and Communications Committees. Budgets had been revised by Cllr Bowers and the Clerk following discussion when the initial draft budget was thought to be too high and would result in a more significant draw down of Council reserves. **Resolved to accept the revised budgets as circulated. Resolved to recommend to Full Council.**

6.3 To discuss future budgetary constraints and 3-year plan. The clerk talked briefly about budgets in the coming years and her intention to prepare a three-year budgetary plan for the council. This will enable project planning to take place and inform councillors about future precepts.

6.4 To review and discuss Ear Marked Reserves. The Clerk and Cllr Bowers took those present through the plans to create a suitable means for monitoring and managing EMR.

007 (007) Banking Issues

The clerk took members through information regarding the closing of the Santander account.

008 (008) Date and time of next meeting

Next meeting Monday 15th January 2024 at 6.30pm. Cllr King gave his apologies in advance.

Meeting closed at 7.06pm

Sign:

Date:

Decisions/Actions	Delegated to
Santander	Clerk

DRAFT

Sign:

Date: