

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

Finance Committee meeting held on 18th November 2024 at 6.30pm, in The Manor Rooms, Trowse.

Present

Cllr Haynes (chair for this meeting), Cllr Owen, Cllr King and Kate Leggett (Clerk)

068 (001) Apologies

Cllr Bowers

069 (002) Declarations of Interest and Dispensations

None for this meeting

070 (003) Minutes of the previous meeting

Minutes of the meeting held on the 21st October 2024 were **agreed and signed**.

071 (004) Matters Arising from the previous minutes

Decisions/Actions	Delegated to
Nationwide forms	Cllr Bowers (ongoing)
VAT investigation and fuel card	Clerk. (ongoing)
Savings account	Clerk. (actioned)

072 (005) Public Forum

None.

073 (006) Financial Procedures

6.1 Approval of payments and bank reconciliation for October 2024

a) **Payments and Bank reconciliations for September October were agreed and signed.**

074 (007) Banking Issues

871 Update on the current banking situation

a) Changes to the Lloyd's account. The Clerk informed those present that there will now be a monthly charge on the Lloyds Treasurers account. This will involve a monthly fee as well as transactional fees. It was recommended that this be considered when setting budgets.

076 (008) Other Financial Matters

- Budget setting. The Clerk with took those present through the proposed budgets for Personnel and Open Spaces Committees. These budgets have been based on the Year-to-Date figures. A discussion will be held at the December Finance committee which will scrutinise the whole budget proposal before making recommendations to Full Council. There will also be a discussion about contingency funds to decide how to budget for contingency spending.
- Committee Terms of Reference review. A review of this document took place, and it was approved with the condition that the Clerk makes investigations in a Disaster Recovery Plan and provision for a locum clerk.

076 (009) Date and Time of next meeting.

Next meeting Monday 16th December 2024 at 6.30pm.

Meeting closed at 7.08pm

Decisions/Actions	Delegated to
Nationwide forms	Cllr Bowers
VAT investigation and fuel card	Clerk.
DRP	Clerk.

Sign:

Date:

DRAFT

Sign:

Date: