

CRICH Parish Council

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16th July 2024

Dear Councillor

You are summoned to attend the Finance Committee Meeting of Crich Parish Council on Monday 22nd July 2024 at 10.30am in the Community Room, Glebe Field Centre, Crich.

S. Teece

Samantha Teece
Clerk & Responsible Financial Officer

PLEASE WAIT FOR THE STAFFING SUB-COMMITTEE MEETING TO FINISH BEFORE ENTERING THE ROOM – THANK YOU

AGENDA

1: ELECTION OF FINANCE COMMITTEE CHAIR

The Committee to elect a Finance Chair for 2024-25.

2: ABSENCE

To note apologies for absence.

Apologies:

3: VARIATION OF ORDER OF BUSINESS

4: DECLARATION OF MEMBERS' INTERESTS

a) To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

b) To receive and approve requests for dispensation from members on matters in which they have a Disclosable Pecuniary Interest.

Personal Interests (not Pecuniary) declared:

5: PUBLIC SPEAKING

a) A period of 15 minutes will be made available for members of the public and members of the Council to comment on any matter. *Speaking is limited to 3 minutes per person and is at the discretion of the Chair.*

b) If the Police Liaison Officer, a County or District Councillor is in attendance, they will be given the opportunity to raise any relevant matter.

6: MINUTES

To approve the minutes of the Finance Committee Meeting held on 22nd April 2024.

Appendix A

7: BANK RECONCILIATION AND BALANCE SHEET

a) Bank Statement

Copy of Bank Statement to 30th April 2024 to confirm balance of £200,331.39, Finance Chair to initial

Copy of Bank Statement to 31st May 2024 to confirm balance of £193,553.15 Finance Chair to initial

Copy of Bank Statement to 30th June 2024 to confirm balance of £188,657.97 Finance Chair to initial

Appendix B

b) Bank Reconciliation

Bank Reconciliation – April 2024 A Councillor (not Council Chair – Fin Reg 2.2) to initial

Bank Reconciliation – May 2024 A Councillor (not Council Chair – Fin Reg 2.2) to initial

Bank Reconciliation – June 2024 A Councillor (not Council Chair – Fin Reg 2.2) to initial

Appendix C

c) Balance sheet

Summary of expenditure against budget 2024-25

Finance Chair to sign

8: FINANCE

a) Receipts

Summary of Receipts £52,673.90 1st April 2024 to 30th June 2024

Appendix E

b) Payments

Summary of Payments £24,523.98 1st April 2024 to 30th June 2024

Appendix F

9: BANK CHARGES

Bank charges up to end April 2024 £13.40

Bank charges to end of May 2024 £17.10

Bank charges to end of June 2024 £13.10

Appendix G

10: VAT

VAT Return completed for April 24 to June 24 £1,384.92 reclaimed.

Appendix H

11: AGAR 2023/24

The AGAR & Internal Audit for 2023/24 have been completed and sent to the External Auditor.

12: COMMUNITY GROUPS GRANTS SCHEME 2024/24

The community groups grant scheme will open in the middle of August 2024.

Application forms will be sent to groups who have applied previously, if other groups wish to apply please email clerk@crich-pc.gov.uk for further information.

6 months accounts to the end of June 2024 has been received from Muddlealong as requested.

Appendix I

13: RESERVES

To review and attached spreadsheet and discuss the suggested allocation of reserves.

Appendix J

14: WORK IN PROGRESS

A work in progress list for the Clerk and Project Officer is attached.

Appendix K

15: CONFIDENTIAL INFORMATION

To move the following resolution: 'That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of a Member or employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw'. Any documents referring to the confidential discussion are supplied also confidential.

16: CLERK – S Teece

Update from Council Chair, resulting from meeting prior to this one.

- Timesheets
- Annual Leave

17: NEXT FINANCE COMMITTEE MEETING

Monday 21st October 2024 – 10.30am

Room to be confirmed, Glebe Field Centre.