



MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 2ND MAY 2023 IN THE PARISH OFFICE MEETING ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 8.00PM

055/23 PRESENT:

Cllrs Adam (in the Chair), Boswell, Gibson, Tippen and Turner. The Clerk was also in attendance.

056/23 APOLOGIES:

There were no apologies.

057/23 APPROVAL OF PREVIOUS MINUTES:

The minutes of the meeting held on 17th January 2023 were agreed and signed as a true record.

058/23 CLLR INFORMATION

Declarations of Interest

There were no declarations of interest.

Granting of Dispensation

There were no requests for dispensation.

059/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

060/23 UPDATE FROM HR SUB-COMMITTEE MEETINGS

HR Sub-Committee meetings had been held on 17th February and 2nd May. A verbal report was given to the meeting. Cllr Tippen reported that following the resignation of the Admin Assistant a new assistant had been appointed. It was also reported that the IT transfer had gone smoothly and the Clerks were pleased with the new system.

061/23 FINANCIAL YEAR 2022/2023

Internal Auditor – Final Report

The Clerk went through the recommendations submitted in the Internal Auditor's report and gave details of the work required to meet these requirements.

Accounts to 31st March 2023

Cllrs agreed the final income and expenditure budget prior to submitting the AGAR to Full Council on 9th May 2022.

062/23 OTHER FINANCIAL ISSUES

Financial Risk Assessments

These had been circulated and were reviewed at the meeting. The Clerk had made some amendments which Cllrs agreed and these will be submitted to Full Council for ratification.

Financial Policies

These had been circulated and were reviewed at the meeting. The Clerk had made several amendments which were agreed and would be submitted to Full Council for ratification.

A new Internal Financial Control policy had been drafted and Cllrs requested a few amendments to be made which would be agreed at Full Council next week, Cllrs to consider future bank accounts for capital funds – this would be deferred until the June Finance Committee meeting and the Clerk was requested to obtain details of CCLA.

063/23 INVOICES

Invoices due for payment were presented to the meeting.

Rialtas – Annual Subscription - £172.17

P&F Cleaning – Public Convenience cleaning - £695.00

Alison Hooker – Miscellaneous - £86.44

Total: £953.61

Cllrs agreed invoices and Cllrs Tippen and Turner would authorise on Unity.

There being no further business the meeting closed at 9.02pm

Date:

Signed:

Cllr Richard Adam

Chairman, Finance Committee

Marden Parish Council. Parish Office, Goudhurst Road, Marden

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