

## **Parish Council – 19<sup>th</sup> November 2020**

### **Agenda Item - Finance Report**

#### **1. Bank Reconciliations**

The monthly bank reconciliation has been completed by the RFO, for October, and a copy is attached with the meeting papers.

#### **2. Budget Monitor**

The monthly budget monitor has been completed by the RFO, for October, and a copy is attached with the meeting papers.

#### **3. Internal Audit**

An updated list of action points is enclosed with the meeting papers. All items are being addressed and there are no issues to report.

#### **4. External Audit**

We received an email from PKK Littlejohn with some questions, which have been answered. We are awaiting further contact about the next steps. A copy of the correspondence is enclosed with the meeting papers.

#### **5. Grants**

The application period for local groups, societies and organisations to apply for grants is now open and runs until 30<sup>th</sup> November 2020. All groups/societies who made an application in 2019/20 received a written communication with details of the grant application period. Full details about grants and an application form are on the Parish Council's website.

St Mary's Church, Warbleton and St John's Church, BSG have been advised that they will need to submit a grant request, if they wish to be considered to receive a grant for churchyard maintenance in 2021.

Ongoing discussions are taking place with both village halls about the financial arrangements for use of the halls for Parish Council business in 2021/22.

The F&GP will review grant applications in early December and present recommendations to the Council in January 21. Any grants approved will be paid in the 2021/22 financial year.

#### **5. Budget Process 21/22**

The F&GP Committee will meet in early December to consider detailed budget proposals. These will be finalised in January and presented to the January Council for approval

The Chairman, Vice Chairman and all Committee Chairmen have been invited to submit details of any budget requests for consideration.

Steve Williamson  
Chairman, Finance and GP Committee