



GREAT HORKESELEY PARISH COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING HELD TUESDAY 16TH APRIL 2024 AT GREAT HORKESELEY NEW VILLAGE HALL AT 10.45AM

Those present:

Cllr G Baker (Chairman)
Cllr J Burns-Langton
Cllr M Sudbery
Cllr M Mead
Cllr P Tempest

F23/27 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

F23/28 Apologies and Reasons for Absence

Apologies were received and accepted from Cllr Arnold.

F23/29 Declaration of Interests

No member declared an interest in respect of any item of business on this agenda.

F23/30 Minutes of Previous Meeting

The minutes of the Finance Committee Meeting held 8th January 2024 were approved and signed as a true and accurate record.

F23/31 Fourth Quarter and Year End Accounts

The Fourth Quarter and Year End Accounts as at 31st March 2024 for the 2023/24 financial year were reviewed and approved and signed by the Chairman on behalf of the Committee. Section 2 of the AGAR, the bank reconciliation and explanation of variances for the external audit, as completed by the Clerk and circulated to all members prior to the meeting, were also reviewed and checked against the figures in the Year End Accounts.

F23/32 Policies & Procedures

- (a) **It was agreed** that the Asset Register be recommended to Full Council for approval, subject to any alterations after an up-to-date inventory of the Village Hall is carried out.
 - (b) Reviewing the Financial Regulations was deferred to the next meeting of Full Council.
 - (c) The Internal Control Procedures was reviewed, and no changes are to be made.
- It was agreed** that the document be recommended to Full Council for approval.

F23/33 Terms of Reference

The Finance Committee Terms of Reference was reviewed.

It was agreed that the Terms of Reference be recommended to Full Council for approval, following a minor adjustment to the wording of the responsibility in (i).

F23/34 Recommendations to Full Council

There were no other matters for recommendation to Full Council.

F23/35 Next Meetings of the Finance Committee

The dates for meetings of the Finance Committee for the year ahead will be agreed at the next meeting of Full Council.