



GREAT HORKESLEY PARISH COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING HELD TUESDAY 22ND APRIL 2025 AT GREAT HORKESLEY NEW VILLAGE HALL AT 10.30AM

Those present:

Cllr G Baker (Chairman)

Cllr M Mead

Cllr P Tempest

F24/27 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

F24/28 Apologies and Reasons for Absence

Cllr Arnold's absence was noted.

F24/29 Declaration of Interests

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

F24/30 Minutes of Previous Meeting

The minutes of the Finance Committee Meeting held 16th January 2025 were approved and signed as a true and accurate record.

F24/31 Q4 and Year End Accounts

The Fourth Quarter and Year End accounts as at 31st March 2025 for the 2024/25 financial year were reviewed in detail and approved and signed by the Chairman on behalf of the Committee. The Chairman noted that income from bank interest and Village Hall bookings was much higher than expected, and staff salaries were slightly more than budgeted due to unexpected changes in staffing throughout the year. The Council also did not spend the £5,000 budgeted for a speed limit change on the A134 this year, so this will be put into reserves to be spent during the next financial year.

The Accounting Statement for 2024/25, 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, checked against the figures in the Year End accounts and approved.

F24/32 Policies & Procedures

- (a) The Asset Register was reviewed in detail for recommendation to Full Council for approval, and all new items purchased during the year were added to the register.
- (b) The Financial Regulations were reviewed, and there were no changes to be recommended to Full Council.
- (c) The Internal Control Procedures were reviewed, and there were no changes to be recommended to Full Council.

F24/33 Terms of Reference

The Finance Committee Terms of Reference were reviewed, and there were no changes to be recommended to Full Council.

F24/34 Recommendations to Full Council

There were no other matters for recommendation to Full Council.

F24/35 Next Meetings of the Finance Committee

The meetings of the Finance Committee for the next municipal year will be agreed at the Annual Parish Council Meeting in May.

The meeting was closed at 11.00am.

These minutes are a true and accurate record of the meeting.

Signed

Date