

## Unapproved Minutes of the Finance Committee Meeting Wednesday 17<sup>th</sup> May 2023 at 4:15pm

### Present:

Cllr K Elvin, Cllr J Glover (Chairman), Cllr N Pellew and Ms. E Cope (Clerk)

### FC 001/2023 Apologies for absence and declarations of interest

Apologies were received from Cllr S Cross, Cllr C Graham, Cllr D Wilson

### FC 002/2023 To approve the minutes of the meeting held on 22<sup>nd</sup> March 2023

The minutes of the meeting 22<sup>nd</sup> March were approved as a true and accurate record

### FC 003/2023 Chairman to approve and sign the bank statements to 31<sup>st</sup> March 2023

The Chairman approved and signed the bank statements to 31<sup>st</sup> March 2023

Councillors considered current funds in excess of £85,000 within individual accounts, requesting the Clerk research and report options for placing excess funds to ensure security for the Council.

### FC 004/2023 To approve changes to bank details held for Braywood Memorial Hall

Councillor Glover confirmed that Braywood Trustees had changed banking providers to allow online banking. Councillor Elvin checked and signed the bank details, Clerk to update the direct debit

### FC 005/2023 To approve Lloyd's bank signatories

The Chairman approved Lloyd's bank signatories

### FC 006/2023 Chairman to approve and sign the Clerks' expenses to 31<sup>st</sup> March 2023

The Chairman approved the Clerks' expenses to 31<sup>st</sup> March 2023

### FC 007/2023 To receive finance reports and year-end accounts to 31<sup>st</sup> March 2023

The Clerk circulated the finance and year end reports prior to the meeting, noting that Chris Hackett, Internal Auditor had approved the year end report and signed the AGAR on completion of the audit, 27<sup>th</sup> April 2023

### FC 008/2023 To consider the response to the Internal Audit report

The Committee approved for the Clerk to write to the Internal Auditor thanking them for their work

### FC 009/2023 To review grant applications for recommendation to Main Council

#### FC 009.001

#### Councillors to consider a grant application from OGAFCA, Fifield Fun Day

The grant application was reviewed. Councillors proposed to present to Main Council for consideration at the meeting Monday 22<sup>nd</sup> May 2023

#### Councillors to consider a grant application from OGAFCA, floral display and newsletter support

The grant application was reviewed. Councillors proposed to present to Main Council for consideration at the meeting Monday 22<sup>nd</sup> May 2023

FC 010/2023 To receive approval for any spending requests below £2,500

The committee approved to present the quote received from Mark Holloway Restoration for £1,546.60 to Main Council at the meeting Monday 22<sup>nd</sup> May 2023.

The committee requested the Clerk seek alternative quotes for binding of signed minutes, to be revisited at the next meeting.

FC 011/2023 To receive approval for any spending requests above £2,500

No requests were presented

FC 012/2023 Date for the next Meeting is TBC

The Clerk advised that meeting dates for all committees were due to be approved at the Main Council meeting, Monday 22<sup>nd</sup> May 2023

There being no further business the meeting closed at 5:00pm.

Unapproved Minutes