

SHRAWLEY PARISH COUNCIL

The Finance Committee meeting of Shrawley Parish Council (SPC) was held on
Monday 17th July 2023 at 12 Midday in The Old Library Centre, Droitwich.

Present

Clerk – Clare Shinner

Chairman – Rebecca Mosedale

Councillors Andrew Ashworth and Anna Dorrell

1. To receive apologies for absence.

No apologies received. Everyone was present.

2. Declarations of Interest

a) Register of interests; Councillors are reminded of the need to update their register of interests.

b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.

c) To declare any Other Disclosable Interests in items on the agenda and their nature.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared an interest **must leave the room** as per the code of conduct and the Shrawley Parish Council standing orders.

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

There were no declarations of interest received.

3. To examine the Internal audit report for the Parish Council of Shrawley 2022-23

The internal auditor – Diane Malley - has returned a clear audit and the Clerk has sent all the necessary exemption documentation to PKF.

All the relevant documents have been placed on the Parish Council website.

Diane Malley suggests that finance reconciliations and financial monitoring reports should be carried out quarterly to strengthen financial controls and the Clerk/RFO will act on this advice. The finance committee **agreed** to meet quarterly.

It was also **agreed** to sign the Clerks invoice at each Council meeting as per the internal audit suggestion.

It was **agreed** that the Clerk would charge £0.45p per mile.

4. To examine the bank reconciliation for the first quarter of 2023-24 and associated invoices and financial monitoring.

The invoices were examined and checked against the bank statement and found to be in order.

The Bank reconciliation was examined and found to be in order.

The budget was checked against spending and the Council found this to be in order.

It was noted that £5 was owed by the lengthsman due to an overpayment in 2021-22 so £320 was paid for the invoice SPC ref 5 (GC ref 23) of £325 to correct this error.

5. To discuss any future projects that may need funding.

It was noted that the wildflower project could incur further funding due to the verge being parked on. It was agreed that help from the relevant homeowner would be sought to this effect.

6. Precept 2024-5 and budget – initial discussion.

Discussion regarding next year's budget took place but there was nothing to note at the current time.

7. Parish Councillors comments on other financial matters.

Nothing to report.

8. Dates of the next Finance Committee meeting to be confirmed

These will be held in the Village Hall

November 16th 2023 – Prior to the ordinary meeting of the Parish Council

Meeting was closed at 12.30hrs