

Minutes of the Fressingfield Parish Council Finance Committee meeting held in Sancroft Hall, Fressingfield on Thursday 5 May 2022 at 7.30pm

Present: Councillors Philip Eastgate, Tom Lindsay and Nick Stolls

Also in attendance: Andy Parris, clerk to the council and responsible financial officer (RFO). There were no members of the public at the meeting.

1. Cllr NS chaired the meeting and welcomed everyone. In particular, he thanked PE for joining the committee.
2. Apologies for absence There were none.
3. Members' declarations of interest There were none.
4. Notification by councillors of any lobbying related to an agenda item There were none.
5. To review the end of year documents from 2022-23
 - 1 payments and receipts compared to budget plan. No line in the budget caused any surprise or concern. This is as to be expected due to the finance committee's quarterly scrutiny of payments and receipts compared to budget plan. There was a discussion about whether VAT should be claimed monthly. It was agreed to keep to the current practice of claiming quarterly.
 - 2 year in summary compared to previous year. Committee members were happy that this summary statement is accurate. The statement will be placed on the council's website.
 - 3 accounting statement for Annual Governance and Accountability Return (AGAR) The committee looked in detail at the figures taken from year in summary worksheet and bank statements that are combined to complete the AGAR section 2. The committee agreed to recommend that on 17/05/2022 the council accepts the AGAR as presented.
6. To review the s.137 grants scheme 2021-22 was the first year that nearly all the money set aside for grants was taken up. Following a preliminary discussion, the committee agreed that the policy should be discussed in the full council on May 17.
7. To confirm dates and draft agendas of the year's meeting. The committee agreed to follow the schedule for agendas, drawn up last year. It was agreed that the next meeting will be on Thursday 14 July 2022

There being no further business, the meeting closed at 8.55pm.

Signed:

Chair

Date