

Aldwick Parish Council

Aldwick Parish Offices 88 Pryors Lane Aldwick West Sussex PO21 4JF

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CHAIRMAN: Cllr Mrs L. Richardson CLERK/RFO: Sue Batey DEPUTY CLERK: Mary Halpin

MINUTES OF THE VIRTUAL MEETING OF THE FINANCE COMMITTEE

Held on Monday, 22nd March 2021.

at Aldwick Parish Offices.

Present: Cllr Mr A Smith (Chairman), Cllr Mr R Gotheridge (Vice Chairman), Cllr Mrs Rufey & Cllr Mrs Stallard

In attendance: The Clerk

Apologies: Cllr Ms Richardson – (unwell) & Cllr Mrs Coppard– (family commitments) accepted and approved.

The meeting was opened at 6.30pm

037.20f **Declarations of interest by members.**

None Declared at this time.

038.20f **To approve the minutes of the Finance Committee Meeting held on Monday, 25th January 2021.**

Resolved, members agreed that the minutes of the meeting of Monday, 25th January 2021 having been circulated in advance, be taken as read and signed by the Chairman as a true record.

039.20f **Clerk's Actions and Report**

033.20f Approved by Council on the 8th of Feb min no: 082.20c. The new laptop has been received and is in use, cost £952.50 excluding VAT.

040.20f To receive:

➤ **Questions from members of the public / Representations from any Councillor who has a personal/prejudicial or pecuniary interest in any of the following agenda items – None raised.**

041.20f **To note a 3% increase in the gardening contractor's yearly costs, uplift of £166.56 per year, £13.87 per month excluding VAT. The increase had been written into the 2021/2022 budget.**

Members noted the increase and added that the costs had not risen for several years so therefore the increase was reasonable.

042.20f. **To note the external auditors report and certificate 2019/2020.**

Members noted that the document stated that, in the external auditors opinion the information in Sections 1 & 2 of the Annual Governance and Accountability return is in accordance with the Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

043.20f **Any such matters that the Chairman may wish to bring to the attention of the Committee.**

None for this meeting.

044.20f **To agree the bank/cash/credit card transactions report for 15th January 2021 to 4th March 2021**

As the meeting was held virtually members agreed that the chairman would confirm that the cheque stubs and invoices had been signed by two signatories and that the financial statement, bank statement (reconciliation) and invoices were in order at a later date.



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Chairman

6th September 2021

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Date

045.20f **Correspondence for the Finance Committee.**
None for this meeting

Date and time of next meeting: TBA

The meeting closed at 6.50pm.

Meetings of the Committee are open to the public

Note that attachments are not distributed with copies of the agenda/minutes but are available for inspection with the master copy of the minutes in the Council offices.

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Chairman

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Date