

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

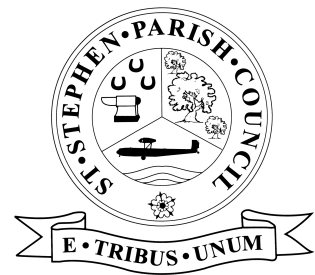
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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Minutes of the Finance Committee Meeting

held on Tuesday 23 July 2024 at 7.30pm at
St Stephen Suite, Parish Centre, Station Rd, Bricket Wood

Present: Councillors: Dorothy Kerry
Eileen Whittaker David Yates

Also present: Sue Hake, Clerk

2425/FC/001 To elect a Chair for the Finance Committee for 2024-25

Resolved to elect Cllr Kerry as Chair of Finance Committee for 2024-25

2425/FC/002 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

None

2425/FC/003 To receive and accept apologies for absence

Apologies and reasons for absence received and accepted from Cllrs Hilton, Skelton and Berriman

2425/FC/004 To receive declarations of interest and dispensations

a) To receive declarations of interest from Councillors on items on the agenda

b) To receive written requests for dispensations for declarable interests

c) To grant any requests for dispensation as appropriate

None received

2425/FC/005 To confirm the minutes of the meeting held on 23 April 2024

Resolved: to confirm minutes of the meeting held on 23 April 24 to be signed by the Chair

2425/FC/006 Update on actions from previous minutes not covered later in agenda

None

2425/FC/007 To agree councillor to check and sign bank reconciliations

Resolved to agree Cllr Kerry to check and sign the last quarter bank reconciliations

2425/FC/008 To note end of Natwest Investment term and funds to be transferred back

Noted

2425/FC/009 To review and agree grant and discretionary policy

Action: Clerk to forward completed amendments for confirmation to Cllr Tyndale prior to final agreed document to be forwarded as recommendation to Full Council to adopt

2425/FC/010 To consider and agree grant and discretionary discount applications

Keep Chiswell Green – Discretionary discount requests

Due to previous agreements made in the current financial year

Resolved: To agree 50% of the £225 discretionary discount requested

2425/FC/011 To note bad debts as at 30 June 24

List of bad debts being monitored were discussed and Noted

2425/FC/012 To review EOY accounts and agree earmarked and ringfenced allocations

Underspend amounts agreed to be earmarked/ringfenced

2425/FC/013 To review status of S106 funded projects
Status of S106 funded projects agreed with SADC have been completed
Action: Clerk to include an agenda item for S106 at all Finance Committee meetings

2425/FC/014 To review and agree Investment policy
Resolved to include CCLA into the investment policy

2425/FC/015 To discuss and agree CCLA Investment amounts
Resolved To agree investing Precept

2425/FC/016 To review and agree the Financial Regulations
Resolved: Agreement to extend meeting finish time
Resolved to agree amendments for the 2024 Financial Regulations and take the Recommendation to Full Council to adopt

2425/FC/017 Clerks Report
Notification of pay award request proposals
Clerk to circulate original proposals and update information to Finance committee members

Working conditions of the GWP office were discussed with previous unspent budgeted improvements including a new window in the office that had been put on hold and absorbed into Reserves. The Clerk was asked to obtain feedback from Centre Manager and take to Fixed Assets to discuss progression

Meeting closed at 22.45

Signed:

Date: