



THAXTED PARISH COUNCIL

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Minutes of the meeting of the Finance committee 10th November 2023

Present Councillors: Williams (Chair), Weakley, (Vice Chair), Howells, Frostick, Frater

Officers: Dena Oxley (Clerk & RFO)

0 public members

1	APOLOGIES FOR ABSENCE None received.
2	DECLARATIONS OF INTEREST None received
3	PUBLIC REPRESENTATIONS None
4	VERIFICATION OF MINUTES RESOLVED To APPROVE and sign as a correct record of proceedings the minutes of the meeting of 20 th July 2023
5	GRANT POLICY To consider the current policy and resolved to approve this be refreshed annually in line with budget to reflect the year it pertains to.
6	GRANTS a. To consider the Grant request from the Twinning Society for £360 It is resolved to approve the amount of £150 b. To consider the Grant request from the Ladybird playgroup for £87.18 It is resolved to approve the amount of £100 which is to also to facilitate support in future proofing this organisation. c. To Note the grant payment of £300 for the URFC remains to be paid, pending account confirmation
7	FINANCES a) To note the Annual Full accounts to date Q2 (Monthly Budget Report) b) To note the current EMR balance sheet c) To view the current council (Summary Report) d) To view the councils' costs (Detailed cost centre report) e) To report on current S106 Balances and time sensitive spends
8	DRAFT BUDGET Resolved To approve an overall increase of 7% reflecting inflationary pressures and future projects. Final draft budges will be returned to this committee and full council for approval.
9	FINANCIAL REGULATION & AUDIT To Note the RFO has requested a mid-year Health Check of the Parish Councils Accounts with Scribe To Note the RFO has provisionally arranged an interim internal audit with Vicky Waples on the 20 th February 2024 To Note the RFO has provisionally arranged a full Year-End internal audit with Vicky Waples on the 4 th June 2024.

10	<p>NEW EMR CODES Resolved To approve a NEW EMR code entitled 'Digital infrastructure' to future proof our Parish Councils digital footprint.</p>
11	<p>POLICY REVIEWS. Resolved To approve the Parish Councils NEW General reserve Policy as outlined in our internal audit with the addition under 3.6 to state that Thaxted Parish Council resolved to hold 50% of its current precept rate in General Reserves.</p>
12	<p>ALLOTMENT PACKAGE Resolved To consider and approve the reintroduction of an integrated allotment package with Scribe.</p>
13	<p>ADDITIONAL SUPPORT REQUEST N-Power – formally Jubilee Gardens – The RFO is requesting that a member of finance take on the undertaking of dealing with Npower in connection to this supply. Action: The Clerk shall Ensure the complaint has been raised, then file a complaint with the ombudsman</p>
14	<p>Date and Time of next meeting The Next meeting of the F&E Committee is proposed to be held on Friday 5th January 2023 at 16:00 in line with precept setting expectations from UDC.</p>

DRAFT