



THAXTED PARISH COUNCIL

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All Committee Members are summoned to attend the **Finance Committee Meeting** of THAXTED PARISH COUNCIL to be held in The Guildhall on THURSDAY 25th January 2024 at 19:30

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

AGENDA

Meetings and the public

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

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Dena Oxley

Clerk & RFO 19th January 2024

AGENDA

1	APOLOGIES FOR ABSENCE
2	DECLARATIONS OF INTEREST
3	PUBLIC REPRESENTATIONS
4	VERIFICATION OF MINUTES To APPROVE and sign as a correct record of proceedings the minutes of the meeting of 10 th November 2023
5	Committee Terms of Reference To APPROVE the Draft terms of reference for the Finance & Establishment Committee.
6	GRANTS a. To consider a requested Grant Payment for the CAB for £500 in respect of funds for work to support Local community
7	FINANCES a) To note the Annual Full accounts to date Q3 (Monthly Budget Report) b) To note the current EMR balance sheet c) To Note the current Balance of the Asset committee sits at -£8509.33 overspend d) To Note the current Balance of the Open Spaces Committee -£422.33 overspend
8	FINANCE RISK MANAGEMENT To consider and approve the current finance risk management report, and to comment on the robustness of the system, highlighting any improvements if needed through this committee.

9	<p>EMR & GR</p> <p>To receive detailed Notes from the RFO in relation to our Current EMR funds and recommendation from the RFO through this committee in relation to adjustments to our EMR's in line with our Adopted General Reserve Policy (GR).</p> <ul style="list-style-type: none"> a) EMR asset reserve £23652 - Recommend for Approval spend from EMR £15045.55 against payment line 19 – resulting in the Asset committee balance holding a positive £6536 b) EMR handyperson recommended for closure. c) Approve Creation of new 'EMR Allotments' for all funds generated from the Allotments which may then only be spent on future allotment related costs. d) EMR Highways – recommend for approval closure of this EMR and diversify all funds e) Recommend closure of EMR CLT – budget line to commit to any future activity if needed. f) Recommend closure of EMR Rule 6 – pending final invoice payments and allocation of funds post January reconciliation.
10	<p>INVESTMENT PORTFOLIO</p> <p>To note our current investment portfolio consists of a newly opened Lloyds fixed term account holding £200k with a 9 month term at 3.55%.</p> <p>To consider the future of the PC investments and review the details of the DMO.GOV report attached.</p>
11	<p>Date and Time of next meeting</p> <p>The Next meeting of the F&E Committee shall be April 18th following on from the Planning meeting (if needed)</p>