

MINUTES OF THE VIRTUAL MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE, TUESDAY, 6 JUNE 2023.

PRESENT: Councillor A B Gregory, Chair, Councillors, V Gay, E Gregory, R Lloyd, R McKeown, M Robinson, J Shallcross, K Shallcross and T Brown, Town Clerk

1. APOLOGIES

Apologies received from Councillor A Roberts

2. TO APPOINT CHAIRMAN

To appoint a Chairman for the ensuing year.

RESOLVED: That

Councillor Barrie Gregory be appointed as Chairman of the Finance and General Purposes Committee for the ensuing year.

3. CODE OF CONDUCT – DECLARATION OF INTEREST

No Declarations of Interest were received.

4. MINUTES

RESOLVED: That

the Minutes of the meeting held on 2 May 2023 be confirmed as a correct record and signed by the Chairman.

5. MEMBERSHIP AND TERMS OF REFERENCE

Members agreed the Committee Membership - 8 members including 2 ex-officio.

Chairman, Councillor B Gregory - Ex-officio and Councillors V Gay, E Gregory, R Lloyd, R McKeown, M Robinson, J Shallcross, and K Shallcross - Ex-officio

Members agreed the Terms of Reference

- to report to the Council, at least four times each year on all matters relating to the financing of the Council including budget provision and financial management.
- to be responsible for the inspection of the Council's accounts and financial records.
- random checking of invoices and to generally provide an internal audit service in respect of the Council's financial transactions.
- to consider, on behalf of the Council, any other urgent matters that might fall outside the normal Council meeting cycle.

RESOLVED: That

(1) the membership of the Committee be agreed.

(2) the Terms of Reference of the Committee be agreed.

6. INTERNAL AUDIT - ACTION PLAN

The Clerk briefed members on the recommendations of the internal auditor's report and suggested that the Committee continue to work on the action plan.

A large majority of the action points raised in the audit plan had now been implemented.

RESOLVED: That

(1) the Clerks updates be noted.

(2) the Finance and General Purposes Committee continue to work on the action plan and make recommendations to Council prior to the interim audit taking place.

7. YEAR END ACCOUNTS 2022-23

Members were asked to approve the end of year accounts for 2022-23 and make any recommendations to the Council for approval.

RECOMMENDATION TO COUNCIL: That

Council be asked to approve the end of year accounts for 2022-23.

8. ACCOUNTS

In accordance with one of the instructions from the Internal Auditors, that members receive a copy of the Annual Budget by Centre, and the Detailed Receipts and Payments by Budget and Bank Reconciliation reports to enable members to contribute to the fiscal management of the Council.

There were no questions to the Clerk on the financial reports.

RECOMMENDATION TO COUNCIL: That

Council be asked to approve the accounts at the Council meeting on 14 June 2023.

Signed by the Chairman

Date.....