

Finance Committee
MINUTES OF MEETING

Date: Monday 21st February 2022 @ 4pm

Venue: Moulton Community Centre

The Finance Committee exercises responsibility to work with the RFO in the management of the Council's financial resources and to consider and recommend strategy and action on policy and operational matters concerned with Council's finances, property and resources. The Finance Committee has delegated powers to spend up to £2,000. Any amount over that value will be reported to the Full Parish Council meeting for full council approval.

18/22 Conduct a Public Session (Duration and content at Chairman's discretion)

None Required

19/22 Record Attendance, Apologies, Absence

Councillors (Parish): Cllr Paul (GP), Cllr Aarons (DA), Cllr Fehnert (SF), Cllr Swallow (YS),
Cllr Bennett (NB)

Public: None

Apologies: None

20/22 Record any Declarations of Interest on subjects included on this agenda

Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.

None

21/22 Accept Minutes of Finance Committee Meeting held on 4th January 2022

It was **resolved** to accept the minutes of the Finance Committee held on 4th January 2022.

22/22 Report on Previous Agenda Items

147/21 Tarmac of the carpark has been completed at Moulton Football Club

07/22 A copy of the Literary Festival Accounts has been emailed to all Finance Committee councillors. EO to bring to Auditors attention.

23/22 Review March Exception Payments to Date

None

24/22 Review of:

- a. Income and Expenditure Account for December 2021 and January 2022
- b. Bank reconciliation Statements December 2021 and January 2022
- c. Ear Marked Reserves December 2021 and January 2022

All councillors had received a copy of the following information including an explanation of variances from budget code:

Agenda item a – Detailed Income and Expenditure Account December 2021 and January 2022 and Budget Discrepancy Document December 2021 and January 2022

Agenda item b – Bank Reconciliation Statements December 2021 and January 2022

Agenda item c - Ear Marked Reserves December 2021 and January 2022

It was **resolved** to recommend approval of the above information.

Cllr Paul reported that the following monies had been received:

BT refund of £4920 received for over charging on bills

Successful Grant applications:

MCC - £9,000 -Omicron Hospitality and Leisure Grant

MVH - £2,667 Omicron Hospitality and Leisure Grant

MPC - £10,000 NDP Review

CIO - £5,000 Star Fund Covid Recovery

CIO - £2,500 WNC Covid Recovery

Total Grants £29,167

25/22 Update on Audit and End of Year Timetable

All councillors have received the following end of year Audit Timetable:

- All March entries to be entered and any outstanding queries finalized. Hand over to accountant on 13th April 2022.
- Accountant to undertake all the year-end work and fill out the relevant sections of our AGAR (with completed section 2 figures) and all relevant info to be sent to Internal Auditor by the morning of 22nd April at latest.
- Internal Audit date set for 26th April 2022.
- Auditor to complete Internal Audit and send report and signed page to MPC by 29th April 2022.
- End of year figures/audit report/docs reviewed at Finance Committee Meeting on 3rd May 2022.
- Recommendation from Finance Committee to approve all end of year documents at full council meeting to be held on 17th May 2022.
- Assistant Clerk to submit all documents to External Auditor, PKF Littlejohn mid-May following full council meeting.

26/22 Review of Moulton Village Hall Finances December 2021 and January 2022

All councillors had received a copy of the following Documents:

- Moulton Village Hall Trust Receipts and Payments Summary December 2021 and January 2022
- Moulton Village Hall Trust Financial Statement December 2021 and January 2022

27/22 Confirm Internal Control Policy has been adhered to

It was **resolved** to confirm that the Internal Control Policy had been adhered to and accept the findings.

28/22 Discuss Proposals and Cost Plan Moulton Football Club Extension

The cost plan was noted and a discussion took place as to funding streams/options to enable build to take place.

29/22 Review Cost Plan Extension Moulton Community Centre

The cost plan was noted.

30/22 Discuss Works Recommended for Book Exchange

It was **resolved** to obtain three quotes for sandblasting the Book Exchange, replacing the glass and new decals.

31/22 Consider Quotes for Relining Barlow Lane Car Park

It was **resolved** to accept the quote from Anglian Road Markings to reline the carpark at Barlow Lane.

32/22 Review Quote for Play Equipment Spares/Installation

It was **resolved** to accept the quote from Eibe for the spare parts and installation.
It was resolved to obtain three quotes for installation of a permanent safety surface in the Public Gardens.

33/22 Moulton Village Hall Update

The EO reported that all three valuations had been submitted to West Northants Council and a reply was awaited.

34/22 Dates of Next Meeting

Next Finance Committee Meeting Date:
Tuesday 29th March 2022 @ 4pm
Tuesday 3rd May 2022 @ 4pm

Meeting Closed at 4.37pm

Chairman's Acceptance Signature..... Date.....