

South Willesborough and Newtown Community Council
Finance and General Purposes Committee
22nd May 2023

Minutes

The Chair opened the meeting at 7pm

In attendance Cllr Andy Rogers (Chair) (AR) Cllr Steve Campkin (SC) Cllr Jacky Godden (JG)
Also, in attendance, Sarah Evans Community Council Manager (CCM SE)

45/23 Record attendance and list apologies for absence

Apologies were received from Cllr Sue Mullan and Cllr Nirosha Thilagarajan and approved.

46/23 Declarations of pecuniary, other significant or voluntary interest

None

47/23 To agree the minutes of the meeting of 27th March 2023 and sign (attached)

To agree the minutes of the meeting of 24th April 2023 and sign (attached)

Proposed SC and Seconded JG agreed unanimously the Minutes of 27th March 2023 and 24th April 2023 were a true record of the meeting and the Chair signs them

48/23 To note budget performance to date, bank reconciliation and recommended bank transfers

Resolved:-1) Proposed AR and Seconded SC that the budget performance was accepted the bank reconciliation as correct, however requested A) To update the account references to read Current, Allotments, Expenses, Reserve respectively. B) To update the recordings within the area enhancement budget to specify salary payments as a budget header, to allow clarity for the AGAR summary 2024.

2) Proposed JG and Seconded SC and agreed unanimously to transfer precept payment received £36120 from the current account to the reserve account, to transfer £1000 from the current account to the expense account. T

49/23 To agree the payments listing (attached) and new beneficiaries, and any deposit key refunds required

Resolved :- Proposed AR and Seconded SC and agreed unanimously 1) To payments listing and the new account details for salary for the Community Council Manager. 2 To pay invoice S Heathfield for rotavating for wild flowers areas.

Break Down Of Wages (individual by separate cover)					
Staffing Wages	£0.00		£2,195.16	Salaries	Staff Salaries
Nest Pension Direct Debit	0		£197.04		Staff Salaries
HMRC	£0.00		£499.01		Staff Salaries
	0				
Clerk Expenses (breakdown by separate cover)	£2.60	£0.00	£2.60	postage	clerk expenses
BM Ambulance Services	£970.00	£194.00	£1,164.00	railway event	
Source Payments for Information			£0.00		
Unity Trust			£0.00		
Direct Debits for Information			£0.00		
Siemens	0		£111.68	Copier lease	Office Equipment
Siemens	0		£31.57	Copier Insurance	Office Equipment
NEST Pension	see above		£0.00	Staffing costs	Staff Salaries
Agilico	£19.49	£3.90	£23.39	Phone/Broadband	Phone/Broadband

50/23 To review the SWANCC Council Risk Assessment and agree

Members discussed the previously circulated report.

Resolved Proposed AR Seconded JG and agreed unanimously 1) To the updated version of the Council Risk Assessment 2) To mitigate risks after controls to low for all items. 3) The updated risk assessment to be published on the SWANCC website in line with normal practice.

51/23 To agree the date of the next meeting as 26th June 2023 and items to be included on the agenda

The date was agreed as 26th June 2023 and no items for Agenda

There being no further business to discuss the Chair closed the meeting at 7:11pm

Signed _____ Date _____