



THURLASTON PARISH COUNCIL

Clerk/Responsible Financial Officer: Elaine Foxon
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FINANCE SUB COMMITTEE MINUTES of Meeting Held, 7.30pm, 3rd January 2023

Present: Roni Tinsley (Chair) (RT), Trevor England (TE), Paul Holyman (PH), Elaine Foxon (Clerk/RFO) (EF)

Apologies: Phil Marshall (PM)

1) Evidence of reporting and minuting of bank balance Oct – Nov 2022

Bank statements presented to all present.

Balance as at 30.11.2022 £25,303.91 with £1,189.86 uncleared cheque total = £24,114.05 available

Decision: Accepted.

2) Review and Approve Bank reconciliation

As per advices received from internal auditor, basic overview on monthly bank reconciliation to be undertaken each month to ease reporting detail and assist with accuracy.

Full document Apr – October presented

Decision: EF to update ongoing. Full document to be circulated to all Members of Council

3) Quarterly Review 2022 - 23 Accounts

Income and expenditure to date, spreadsheet circulated to all prior to mtg.

All accounted for and no issues to be noted.

4) Risk Management and Fixed Asset Register

Annual review of the Fixed Asset register, Risk management Policy and details, as requires for audit purposes, circulated to all prior to meeting.

Proposal: Accept both documents as received following review.

Decision: Recommendation to Full Council to be made January meeting.

5) Precept 2023-24 – Review following Council Tax Base Band 'D' from BDC

Thorough review of all expenditure details to date, predicted expenditure to the end of the financial year and 22-23 allocated budget.

Proposal: Precept increase by 2.5% £712.50 in total from 2022-2023 overall precept £29,212, to be retained. Band D increase from £97.56 to £100.67, annual increase of £3.11 (3.19%)

Decision: Recommendation to Full Council to be made January meeting.

6) 3-year plan 2023-2025

Deferred to March meeting.

7) Internet banking

Due to notification of further HSBC branch closures consideration and bank charges for issuing of cheques, review and serious consideration of internet banking now required.

Proposal: Online banking application to be progressed by Finance Sub Committee members

Decision: Recommendation to Full Council to be made January meeting.

8) Exchange - Any advices, comments, questions raised in addition to the agenda items specified.

EF circulated details of costings relating to Elections scheduled for 4th May 2023 from BDC. – Noted.

Next Scheduled Meeting Dates and confirmed content as follows:

28th March 2023 - items as per 1, 2 and 3 above with 'End of Financial year review and documentation'

Any additional content or meetings to be agreed as and when deemed necessary or required.

Proposals to be made to Full Council January meeting: -

Details of which will be circulated prior via a copy of these minutes.

Risk Management and Fixed Asset Register.

Proposal: Accept both documents as received following review.

Decision: Recommendation to Full Council to be made January meeting.

Precept 2023-24 – Review following Council Tax Base Band 'D' from BDC

Proposal: Precept increase by 2.5% £712.50 in total from 2022-2023 overall precept £29,212, to be retained.

Band D increase from £97.56 to £100.67, annual increase of £3.11 (3.19%)

Decision: Recommendation to Full Council to be made January meeting.

Internet banking

Proposal: Online banking application to be progressed by Finance Sub Committee members

Decision: Recommendation to Full Council to be made January meeting.

Meeting closed 8.40pm