

Minutes of the Finance Governance and Asset Committee meeting held on Monday 20th June 2022 at 19:00

Present: Cllrs: Harvey, Nixon, Burgess, El-Zamek and Widdowson (Chair)

Also present: RFO

Item 1 completed after Item 7 - Annual Governance and Accountability Return – AGAR	
1. Committee to elect new chair and vice-chair	
Cllr Widdowson wishes to step down from the position of chair but will stay on until the budget for 23-24 is completed and/or a new chair is found. This was proposed by Cllr El-Zamek, seconded by Cllr Burgess, and voted as all in favour.	RESOLVED
It was proposed by Cllr El-Zamek that Cllr Burgess stands as vice-chair. This was seconded by Cllr Nixon and voted as all in favour.	RESOLVED
2. Welcome and register of those in attendance.	
Chair welcomed all to the meeting.	
3. Apologies for absence	
It was proposed by Cllr Nixon and seconded by Cllr Burgess that valid reasons for absence were accepted from Cllrs Calverley and Kupczyk. This was voted as all in favour.	RESOLVED
4. Declaration of members' interests	
No Cllrs declared any interests for items on the agenda.	
5. Public Question Time	
No questions had been raised before the meeting and none were raised at the meeting.	
6. Minutes of Previous Meeting	
6.1. Cllr Burgess proposed that the minutes of the meeting held on the Monday 9 th May 2022 were a true record, this was seconded by Cllr Harvey and agreed by all.	RESOLVED
6.2. Committee was provided with an update report of the outstanding resolutions to be discussed in July. Cllr Nixon has asked for an update from Cllr Kupczyk at the full council meeting on 29 th June.	
7. Annual Governance and Accountability Return - AGAR	
7.1. In preparation for Full Council's consideration of the AGAR, the FGA Committee were asked to review and accept the following documents:	
7.1.1. Annual Governance Report - It was proposed by Cllr Widdowson and seconded by Cllr Nixon that the Annual Governance Report should be accepted, this was voted as all in favour.	RESOLVED
7.1.2. Annual Internal Audit report – The RFO is to come back to the July meeting with the comments for the 2 items.	ACTION
It was proposed by Cllr El-Zamek and seconded by Cllr Burgess that the report should be accepted, this was voted on as all in favour.	RESOLVED
7.1.3. Section 1 - Annual Governance Statement - as the members were content with the governance report and the evidence collated it was proposed by Cllr Burgess and seconded by Cllr Harvey that all affirmations have been positively completed by GLPC, this was voted as all in favour.	RESOLVED
7.1.4. Section 2 - Accounting Statements – The end of year review was completed by the DCK Accounting, and the statutory and accounting information was provided.	

It was proposed by Cllr Widdowson and seconded by Cllr Nixon that this was agreed and voted as all in favour.	RESOLVED
7.1.5. Explanation of Accounting Statement - It was proposed by Cllr Burgess and seconded by Cllr Nixon that the accounting statement is agreed, this was voted as all in favour.	RESOLVED
7.1.6. The Balance Sheet – there were no questions raised and it was proposed by Cllr Nixon that this be accepted. This was seconded by Cllr Burgess and voted as all in favour.	RESOLVED
7.1.7. The Bank Reconciliation - this was proposed as accepted by Cllr El-Zamek, seconded by Cllr Harvey, and voted as all in favour.	RESOLVED
7.1.8. Earmarked Reserves – these was proposed as accepted by Cllr Nixon, seconded by Cllr El-Zamek, and voted as all in favour.	RESOLVED
7.2. End of Year Financial Report – There were no questions on the report. It was proposed by Cllr Nixon that the report be accepted. This was seconded by Cllr Burges and voted as all in favour.	RESOLVED
7.2.1. The comments on the variances were noted by all.	

It was confirmed that the next Finance Governance and Asset meeting would be held on Monday 11th July 2022.

The meeting was closed at 19.38

Chair _____ Date _____

DRAFT