



## Minutes of the Finance Governance and Asset Committee meeting held on Monday 12<sup>th</sup> July 2021 at 19:00

**Present:** Cllr Widdowson (Chair), Cllr M Whelan, Cllr Kupczyk, Cllr Lawar and Cllr Burgess.

**Remote and not eligible to vote:** Cllr Dyer and Cllr Calverley

**Also present:** RFO and Parish Manager

<b>1. Welcome and register of those in attendance.</b>	
Chair welcomed all to this physical meeting and acknowledged those attending remotely.	
<b>2. Apologies for absence</b>	
No valid apologies were received.	
<b>3. Declaration of members' interests</b>	
No declarations were noted	
<b>4. Public Question Time</b>	
No public were present, and no questions had been received.	
<b>5. Minutes of Previous Meeting</b>	
5.1.	Cllr Lawar proposed that the minutes of the meeting held on Monday 10 <sup>th</sup> May were a true record, this was seconded by Cllr Burgess and voted as all in favour. <b>RESOLVED</b>
5.2.	There are no outstanding resolutions from the previous FGA meeting. <b>NOTED</b>
<b>6. Resignation of Vice Chair</b>	
6.1.	Committee noted that Cllr Whelan wished to step down as Vice Chair. <b>NOTED</b>
6.2.	Cllr Kupczyk had acknowledged previously that she was interested in the position of Vice Chair and it was proposed by Cllr Lawar and second by Cllr Whelan M that she was welcomed to this role, this was voted as all in favour. <b>RESOLVED</b>
<b>7. Annual Governance Statement preparation and review</b>	
7.1.	<u>Internal Control</u> – The Chair asked the committee to note that there were no proposed changes to the internal control policy and processes, but they would be reviewed following the Finance training courses that Cllrs Burgess and Kupczyk were to attend. <b>NOTED</b> The current policy would stand until that time. Cllr Kupczyk stated that her recent Finance training course touched on this element and most of the headlines were covered in the policy.
7.2.	<u>Investment and Treasury Policy</u> – It was proposed by Cllr Widdowson and seconded by Cllr Lawar that the policy remains as is. This was voted as all in favour. <b>RESOLVED</b>
7.3.	<u>Grants</u> – after some discussion about budgets and forecasts it was proposed by Cllr Widdowson that this committee would be minded that if the demand requires the monies available for grants in Autumn would total £5k. This was seconded by Cllr Whelan and agreed by all. <b>RESOLVED</b>
This decision needs to be agreed by council	
<b>8. Contracts</b>	
8.1.	<u>Contracts</u> – it was noted by the committee that the contracts list was circulated. There were no questions from the members. Reviewing the contracts would form part of the budget process for the current Project Officer and the Environment and Facilities Officer. <b>NOTED</b>



**9. 1<sup>st</sup> Quarter Report**


9.1. 1<sup>st</sup> Quarter Report - As required by the Financial Regulations the report was circulated before the meeting. Members were asked to review the report.  
There were several questions about the report, MD heating was higher than estimated, implications of opening venues was raised, and questions raised about balance sheet information and availability as well as defining the actual spend vs the expenditure planned for from reserves. Regarding the last aspect, the RFO stated she would speak to DCK Accounting to confirm the posting process of the Rolling Capital Fund and would update FGA Committee of their reply.

**ACTION**

9.2. Variances were noted and there were no further comments or discussion

**It was confirmed that the next Finance Governance and Asset meeting would be held on Monday 13<sup>th</sup> September 2021.**

**The meeting was closed at 19:43**

Chair   
P. WIDDOWSON

Date 13-9-21