



Finance Committee Meeting Minutes for Tuesday 30 November 2021

FC 33 / 21 Attendance and apologies

Attendance: Cllr Booth (Chairman), Cllr Buxton, Cllr Evans (Joined the meeting at 10:45am), Cllr Pike

In Attendance: R Davies (Clerk and RFO)

There were no members of the public present.

There were no declarations of interest for items on the agenda.

FC 34 / 21 To review minutes of the meeting 9 November 2021.

RESOLUTION: That the minutes of the meeting 9 November 2021 were approved.

Matters Arising:

There were no matters brought forward that were not to be covered in the agenda of this meeting.

FC 35 / 21 Public Adjournment

There were no members of the public present, therefore the Chairman proceeded with the meeting.

FC 36 / 21 Spending Requests

The committee reviewed the request for spending for a defibrillator to be purchased and installed in the village centre, on Chobham Road.

RESOLUTION: That the funds were available for this proposal through S106 Community Action and therefore the proposal would now move to council 14 December 2021.

The committee noted that it would be reasonable to continue with the existing provider of the council defibrillator rather than set up another contract with a new supplier.

ACTION: The committee requested the Clerk contact Waitrose, Sunningdale to find out if they had a defibrillator on site.

FC 37 / 21 Council Internal Audit

The committee received the interim Internal Audit which took place on the 23 November 2021. The audit was conducted by Stuart Pollard of Auditing Solutions.

The council noted there was no areas of concern, but two actions which were noted:

R1 Review of Income

The councillor checking the month-end bank reconciliations should be provided with and sign-off the first page of the month-end Trial Balance and the bank statements as evidence of their effective review and verification of the combined bank and cashbook balances.

The RFO confirmed this action would be taken from this point forward.

R2 Investments and Loans

The miscoded £5 allotment deposit refund should be corrected by journal as indicated in the body of the report.

The RFO confirmed that this action was being verified with the accounts provider as the code indicated in the report was not in line with her current understanding from previous conversations.

FC 38 / 21 To consider the Council Budget and associated documents for 2022 2023

To committee reviewed the draft budget as prepared at the meeting on the 9 November 2021 in detail in conjunction with the council charging schedule, the 4001 splits which are the salaries and wages budgets, the reserves policies, and the budget assumptions.

The committee noted the actions being taken:

1. To update the committee once the requested quote for renewal of the tennis courts has been received from the current supplier as an indicative capital requirement for the reserve.
2. To update the committee once the play inspection survey has been received on the condition and lifespan of the playground equipment which informs the reserve movements.
3. To update the committee once the building surveys to be arranged for the Pavilion and the Village Hall have been conducted which inform the property reserve requirements.

RESOLUTION: That the budget as prepared be proposed to Full Council 14 December 2021 for review and comment.

ACTION: Cllr Pike to provide definitive written information to confirm that CIL funds may be used to fund the revenue cost of providing the librarians for the pop-up library.

FC 32 / 21 Dates of the upcoming meetings

The next scheduled meeting date is 11 January at 1:30pm.

The meeting closed at 1:50 pm.