



Finance Committee Meeting Minutes for Tuesday 10 December 2024

The meeting started at 15:00

FC 22 / 24 Attendance and apologies.

Attendance: Cllr Evans (Chairman); Cllr Newman; Cllr Pike

Apologies: Cllr Coxon

In Attendance: Cllr R Morgan (Council Chairman), L Steele (Locum Clerk and RFO) & N Hayes (Clerk Designate)

There were no members of the public present.

Cllr Pike declared an interest in the grant application for FoodShare at Hope Church. This is in accordance with the Code of Conduct.

FC 23 / 24 To review minutes of the meeting of 12 November 2024

RESOLVED: That the minutes of the meetings were signed by the Chair as an accurate record of the meeting.

FC 24 / 24 Public Adjournment.

There were no public questions, and no members of the public attended the meeting.

FC 25 / 24 To receive questions from committee members

There were no questions from Committee members.

FC 26 / 24 Bank Reconciliation

RESOLVED: The Committee approved the bank reconciliation.

SUGGESTION: It was asked if there could be an annual rotation of a councillor to sign off the bank reconciliation.

FC 27 / 24 Receipts & Payments

The schedule of receipts and payments for the months of May, June, August and October were approved.

Comment: It was asked if there could be a process implemented for larger invoices, when larger projects dictate payments over £5,000.

FC 28 / 23 Budget Reports

A report was received by the committee for the budget period ending 31 October 2024 and the balance sheet as of 31 October 2024.

The committee asked to minute that there was a software issue with Rialtas, and the overall balances are correct, but the details of the Total Assets are not. This has been reported and is under investigation and it may mean that an alternative balance sheet is run.

FC 29 / 23 Grant Applications

An interest was declared by Cllr Pike regarding the grant for Foodshare at Hope Church.

The committee discussed the applications and commented on the applications for the benefit of full council as shown below:

- Application for £500 Community Grant from SE Berks Gang Show

Comment: Recommended that the grant be refused due to the applicant being out of area, no supporting documents regarding what the money would be used for. The financial records also showed a healthy bank balance.

- Application for £1,800 Community Grant from FoodShare at Hope Church

Comment: Recommended that the request be approved. The funding of £300 would come from the Chairmans allowance and £1,500 would come from the remaining Community grants budget.

FC 30 / 23 Draft Budget 2025/26

The committee considered the report submitted from the Locum Clerk in her capacity as RFO. They recommended putting to the Full Council for approval two reports. The first being a set of variances from last year and the second a document which outlines assumptions for agreement.

It was noted that the budget is created from precept and CiL and earmarked reserves would be separated.

FC 31 / 23 Date of the next meeting

The date of the next meeting was not determined.

The meeting closed at 17.18

Signed as a true record of the meeting:

Signed: _____

Dated: _____