Kingsbury Parish Council – Finance Committee Meeting Minutes

Meeting of Kingsbury Parish Council Finance Committee held on **Wednesday, 12th July 2023**, at Piccadilly Community Centre, Piccadilly.

Present: Councillors: Chair I Thomas, J Given, H Phillips and J Thomas
Clerk: S Gommersall

16 Apologies: None

17 Declarations of Personal and Prejudicial Interests

- Councillors J Thomas and I Thomas declared a personal interest in any minutes relating to HS2.
- Councillors I Thomas and J Thomas declared a personal interest in any minutes relating to the Special Management Zone in North Warwickshire.
- Councillor J Thomas declared a personal interest in any minutes concerning Bodymoor Heath Victory Hall Committee and Piccadilly Community Centre.
- Councillor I Thomas declared a personal interest in any minutes concerning Piccadilly Community Association.
- Councillor H Phillips declared a personal interest in any issues relating to NWBC.
- Councillor J Given declared a personal interest in any issues relating to Hurley Community Association.
- Councillor J Given declared he is the stepfather of the clerk.

18 Public Questions

There were no questions raised by members of the public.

19 Minutes to be Approved

It was proposed by Cllr I Thomas and seconded by Cllr H Phillips and agreed:
RESOLVED: That the minutes of the Finance Committee meeting held on 12th January 2023 be approved as a true record.

20 Quarterly Budget 2023-2024

Clerk presented quarter one accounts (April, May, June) against the budget. Going forward, clerk will present the spendings with a key to show what items have been paid in full, for example insurance has been paid in full but will be under budget as that amount is for the whole year.
Cllr J Given proposed getting items like the defibrillators sponsored by local businesses to cut down on costs for the council. Cllr J Thomas proposed that contracts should be reviewed yearly to ensure the council get the best price and service as discussed at the last council meeting.
Cllr I Thomas confirmed the internal auditor recommended to carry 50% reserves. Cllr J Given expressed that managing and forecasting the budget requirements is the best way to manage the accounts. Cllr I Thomas proposed to manage the budget 6 monthly. This was seconded by Cllr H Phillips and agreed.

21 Review of Councils Financial Reserves for 2023-2024

Cllr J Thomas and clerk will look through accounts and paperwork to find out how much of the grant from Borough councillor A Jenns is left. Cllr H Phillips proposed that the Parish prepare a letter for the Borough to ask what the remainder of the grant can be spent on.
Cllr I Thomas to update and review The Financial Reserves Policy and the Terms of Reference Policy to bring to the council meeting September/October.

22 AGAR/ Audit

AGAR was presented by the clerk and will be taken to the full council meeting next week.
Internal auditor recommended that Kingsbury Parish Council change to Unity Trust Bank so that things can be purchased on a debit card instead of reimbursing payments. Cllr I Thomas will get costs from Lloyds Bank and Unity Trust Bank for debit cards and bring to the council meeting September/October.

23 Any other the business (private and confidential)

That under Section 100A of the Local Government Act 1972, in view of the special nature of business to be transacted, it is advisable to temporarily exclude the public from the meeting as there would be disclosure to them of exempt information under paragraph 1 and 11 of Part 1 of schedule 12A of the said Act. Reason being - Discussion on Employees, former or prospective employees, eg salary of Clerk and conditions and terms of employment. This will be recorded as a separate confidential minute.

24 Next meetings

The next meeting date will be October 2023, exact date and location to be confirmed.

Signed _____ **Dated** _____