

**NOTICE OF A MEETING OF THE FINANCE COMMITTEE TO BE HELD on MONDAY 25TH
November 2024 in the Day Centre Commercial Road at 7.30 pm**

COMMITTEE MEMBERS: Cllrs R Atkins, D. Dray, M. Munday,
R. Moon, B. Robichaud, J Thompson, C. Williams.

APOLOGY: Cllr D Dray

F24 DECLARATIONS OF INTEREST

F25 MINUTES OF THE PREVIOUS MEETING

To APPROVE the minutes from the previous meeting held on 23rd September 2024

F26 UPDATE FROM PREVIOUS MINUTES

- a) Item F18 Finances for pitches – to review the income & expenditure for the Pitches.
- b) Item F18 Bookings for Day Centre – to review the calendar for the Day Centre.

F27 EXTERNAL AUDIT REPORT

The Annual Return has been signed off by Mazers, the external auditor, with no qualifications.

They have however, advised that all councils should be using .GOV email addresses going forward, and they will be checking next year. The Council's IT advisor is arranging for all the Council email addresses to be changed. They also commented that the Council should have minuted the discussion on the internal auditor's competency.

F28 BANK SIGNATORIES

To review the attached payments authorisation process.

F29 INCREASE TO CREDIT CARD LIMIT

The council currently has two credit cards – one for the Estates Manager & one for the Clerk. There is a £1000 limit on each card. To obtain best value, items are increasingly being purchased online. This is particularly the case for estates items.

The limit of £1000 per card is proving to be insufficient. Members are asked to increase the limit to £2000 per card.

F30 STAFF PENSIONS & SALARIES

See attached report

F31 BUDGET 2025/26

The draft budget is attached for members consideration. The final report from the staffing review has not yet been received, therefore any additional costs have not been able to be added to the budget. The report is expected at the end of November.

RECOMMENDATION: That the budget and precept are APPROVED subject to any amendments required following the staffing review to be made at Full Council before final APPROVAL.

F32 **DATE OF NEXT MEETING**
To be confirmed

NICHOLA REAY
Clerk to the Council
19th November 2024