

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Finance Committee held on Wednesday, 27th April 2022, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth

01/04/22 **Record of Members Present**
The following councillors were present: Councillors J Whittaker (Chairman), Finch and Fleet - who was substituting for Councillor Stewart.

02/04/22 **Apologies for Absence**
There were apologies from Councillor Stewart - ill.

03/04/22 **Declaration of Interest & Dispensations**
(i) There were no declaration of interest made.
(ii) No dispensations had been granted.

04/04/22 **Clerk's Report**
Minute 06/03/22 Financial Accounts (i) Financial Report & Bank Reconciliation Statement for February 2022 - Full Council had agreed with the recommendation made by the Finance Committee and approved the Financial Report & Bank Statement for February 2022.

Minute 07/03/22 Date, Time & Place of Next Meeting - The meeting due to be held on Wednesday, 20th April 2022, did not take place because it would have been inquorate, therefore it was rearranged to Wednesday, 27th April 2022.

Proposed by Councillor J Whittaker and seconded by Councillor Fleet - **It was resolved that the Clerk's Report be noted.**

05/04/22 **Audit Checks**
Members of the Committee picked various transactions to follow through the accounts:-

- (i) Bank receipt of £0.08 from HSBC for bank interest received on 1st March 2022.
- (ii) Cheque receipt of £50 from Parkin Butchers for a Hanging Basket received on 1st March 2022 and banked on 28th March 2022.
- (iii) Bank payment of £168.00 made to Axholme Landscapes for Gravel for Cemetery Paths, approved on 1st March 2022 and paid on 2nd March 2022.
- (iv) Bank payment of £28.32 made to Torne Valley Ltd for Bin Liners / Puncture Repair / Tube, approved on 1st March 2022 and paid on 2nd March 2022.
- (v) Bank payment of £14.76 made to Mr S Quantrill for Fuel for Mower, approved on 1st March 2022 and paid on 2nd March 2022.
- (vi) Bank receipt of £25 from Butterfly Kisses Events Ltd for a Hanging Basket received on 21st March 2022.

All the relevant paperwork and associated documents were found to be correct.

In addition members of the Committee checked that the balances for each bank account corresponded with the bank statements. All the balances were found to be correct for the bank accounts.

Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that this be noted.**

06/04/22

Financial Accounts

The Clerk provided each member of the Committee with a copy of the Financial Report & Bank Reconciliation Statement for March 2022 for them to scrutinise. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that the Finance Committee should make a recommendation to Full Council that it should approve the Financial Report & Bank Statement for March 2022.**

07/04/22

Budget Report

Councillors were provided with a copy of the budget report for April - March 2022, and the Clerk went through the figures in the report and answered any queries raised by councillors to do with variances between the budgeted and actual figures. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that the Finance Committee should make a recommendation to Full Council that it should approve the Budget Report for April to December 2021 - after the Clerk had made some amendments to do with the figures under certain codes.**

08/04/22

Annual Governance Statement - Assertions Review

The Clerk had provided each councillor with a copy of the Annual Governance Statement - Assertions Review, and the form was completed after careful discussion by members of the Committee. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that the Finance Committee should make a recommendation to Full Council to approve the Annual Governance Statement - Assertions Review.**

09/04/22

Date, Time & Place of Next Meeting

The next meeting of the Finance Committee is due to be held on Monday, 30th May 2022, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that the information be noted.**

10/04/22

Closure of Meeting

The Chairman declared the meeting closed at 8.13 pm.