



Sedlescombe Parish Council

Minutes of the **Meeting of the Finance Executive Committee**

held on Tuesday 18th June 2024 at 18:30 in Committee Room 2 of Sedlescombe Village Hall

Present:

Cllr. Pauline Glew (PG)(chair), Cllr Jonathan Vine-Hall (JVH), Cllr Keith Saunders (KS). Cllr. Greta Anderson (GA).

District & Parish Cllr Beverley Coupar (BC).

Mrs Jackie Scarff (Clerk/RFO)

Public participation session re matters on the Agenda at the Chairman's discretion.

There were no members of public.

End of public participation.

Item	Item (C24.)	
40	To elect a committee chair. JVH nominated PG seconded by BC all agreed Resolved: PG is elected as chair of the Finance Executive Committee for the forthcoming year.	
41	To elect a committee vice chair. BC nominated GA, seconded by KS All agreed. Resolved: GA is elected as vice chair of the Finance Executive Committee for the forthcoming year.	
42	To receive and accept Apologies (LGA 1972 s85 (1)) There were no cllr apologies. C Maynard had sent apologies	
43	Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. There were no interests to declare. To grant any requests for dispensation as appropriate. There were no requirements to grant any dispensations. Reminder any changes to register of interests should be notified to the clerk.	
44	To consider for approval the terms of reference for the finance committee. The clerk had circulated the document with tracked changes. Resolved: The document was adopted as presented.	
45	To consider the minutes of the finance executive committee meeting on 16th April 2024 for approval and signing as a true record. Resolved that the chairman is authorised to sign the minutes held on 16 th April 2024 as a correct record.	
46	If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960 S1(2), the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.' There was no requirement to pass this resolution.	

<p>47</p> <p>i</p> <p>ii</p> <p>iii</p> <p>iv</p> <p>v</p>	<p>Finance and Audit</p> <p>To receive the monthly statement of accounts to 31st May 2024. This was circulated ahead of the meeting and noted.</p> <p>To receive the bank reconciliation to 31st May 2024. The bank reconciliation for Unity Trust bank was circulated before the meeting and it was noted that it reconciles to zero with the balance on 31st May 2024 showing £69,248.72 held at Unity Trust Bank. The bank reconciliation for West Bromwich was circulated before the meeting and it was noted that it reconciles to zero with the balance on 30th April 2024 showing £23,395.87 held at West Bromwich Building Society.</p> <p>To consider for approval invoices received. The payments were approved as presented.</p> <p>To receive an update on the budget and agree any actions required. The final budget v actuals was circulated in advance with briefing notes and was noted with no questions. The budget v actuals year to date was circulated in advance with briefing notes and was noted with no questions.</p> <p>To review the earmarked reserves and agree any actions required. The EMR's were reviewed. It was noted that the budgeted amounts to be put into EMR had been actioned.</p>	
<p>48.</p>	<p>To receive a proposal for a new laptop. The clerk had circulated briefing notes with options. Resolved: The clerk to purchase the Dell Inspiron 14 Intel® Core™ 7 processor 150U (12MB cache, 10 cores, 12 threads, up to 5.4 GHz)</p>	
<p>49.</p>	<p>To agree the booking of a mid-year internal audit. Resolved: The clerk to book the mid-year audit.</p>	
<p>46</p>	<p>Reports & Questions. To receive reports and questions from Members in brief, including items for next agenda. PG highlighted some issues in Red Barn Field to be looked at.</p>	