

Staveley & Copgrove Parish Council

Website: <https://staveleyandcopgrovepc.org.uk/>

Clerk: N. Horton

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Finance Sub Committee Meeting Minutes

23rd January 2020

7pm Staveley & Copgrove Village Hall

Meeting No. FSC.2020.01

Present:

Councillor Helen North	(HN)
Councillor Nick Stringer	(NS) Chair
Clerk/RFO Neil Horton	(RFO)

1. To receive apologies for absence

1.1. Councillor Graham Bowland.

2. To receive declarations of interest

2.1. None.

3. To confirm the minutes of the last meeting

3.1. The minutes were agreed as a true record of the meeting.

3.2. All actions from the previous minutes have been completed.

4. To receive an update on the financial accounts for 2019-20

4.1. The Committee were advised of income and expenditure since the last meeting and of the current bank balance.

4.2. The Committee were reminded that Income, expenditure, budget and reserves figures for the current and previous years are always available on the Parish Council website.

4.3. **Actions:** None.

5. To review the FSC task checklist

5.1. The tasks for the months since the last FSC meeting and before the next FSC meeting were checked as having been completed or being in hand.

5.2. **Actions:** None.

6. To review the Reserves Policy

6.1. The Committee agreed to amend the Reserves Policy to reflect recent changes in Council activities.

6.2. **Decided:**

6.2.1. To ring-fence the sum of £4,415 raised by donation to meet the requirements of the APLCHF grant conditions until such time as the scheme works are completed and payment made.

6.3. **Actions:**

RFO: To update the Reserves Policy.

7. Further Information

7.1. The Parish Council has joined a local group of parish councils that pool resources for end of year internal audits. The RFO will represent the Parish Council at the group. A member of the group will undertake the S&CPC audit in exchange for the RFO undertaking the audit of another group member.

7.2. The precept request for 2020-20221 of £6,355 has been submitted to Harrogate Borough Council and receipt acknowledged.

7.3. The Nat West bank account has now been closed and the balance moved to the new Lloyds Treasurers account. The Clerk and two Councillors are account signatories.

8. The date of the next meeting is confirmed as **Tuesday 21st April 2020** at 7.00pm