

## Staveley & Copgrove Parish Council

Minutes of the Finance Sub Committee Council Meeting of Staveley and Copgrove Parish Council held on **Thursday 24<sup>th</sup> September 2020 at 7pm** held via Zoom link.

Commenced: 7.00pm

Concluded: 7.50pm

**Present:** Cllr Graham Bowland (Chairman)

Cllr Helen North

Cllr John Thornton

**Clerk:** R. Crabtree

**1. To elect a Chairman of the Finance Sub Committee**

**Resolved** to elect Cllr Bowland as Chairman of the committee.

**2. Reminder by the Chair of the Council's policy for the audio or visual recording of the meeting.**

**Cllr Bowland** welcomed all to the meeting and the attendees were advised of the Recording policy.

**3. To receive apologies and approve reasons for absence.**

All councillors were present.

**4. To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.**

None declared.

**5. To confirm the minutes of the meeting held on 23<sup>rd</sup> January 2020 as a true and correct record.**

**Resolved** that the minutes of the meeting held on 23<sup>rd</sup> January 2020 be approved as a true and accurate record.

**6. To receive an update on the financial accounts for 2020-21.**

The Committee were advised of income and expenditure since the last meeting.

It was noted that there was an error on the end of year accounts on the Parish Council website.

**Resolved** to make amendments to the allocated funds under budget headings reflecting council activities.

**Resolved** to agree the Clerks Salary and ICO invoice.

**Action:** Cllr Bowland will update the financial report with the agreed figures.

The RFO will amend the website.

**7. To review the FSC action checklist.**

The action checklist was reviewed and it was noted that all tasks had been completed or were due to be carried out.

**8. To review the Reserves Policy.**

**Resolved** to increase the reserves for playground maintenance by £2000.00.

**Action:** The RFO will update the Reserves Policy.

**9. To consider and prepare the budget for 2021-22.**

The Councillors considered and agreed the budget for 2021-2022.

**Resolved** to present the budget at the next Full Council meeting and recommend that the precept remains the same as 2020-2021.

**10. To notify the Clerk of any matters for inclusion on the agenda of the next meeting.**

The Clerk will request items to be included on the agenda a week before the meeting.

**11. To confirm the date of the next meeting as Tuesday 24<sup>th</sup> November 2020 at 7pm.**

**Resolved** that the next meeting is to be held on Tuesday 24<sup>th</sup> November 2020.

**All documents referred to in this agenda are available to view and download in the Document Library section of the Parish Council website.**

**Clerk: Rebecca Crabtree**

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