

# Ponsanooth Parish Council

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Minutes 12<sup>th</sup> June 2023

Ponsanooth Parish Council held a meeting of the Finance Committee on Monday 12<sup>th</sup> June 2023 and there were Present: Chairman Cllr M Ferris, Chairman of the Finance Committee Cllr D Willcocks, Cllr L Jackson, Cllr M Beckett, Cllr C Daly, Clerk and RFO Mary Gosling

		<b>Action</b>
116/23	Cllr Darren Willcocks was nominated to be Chairman of the Finance Committee and Cllr Lorna Jackson was nominated to be vice chairman. Proposed Cllr C Daly Seconded Cllr M Beckett. All agreed.  Cllr D Willcocks welcomed everyone to the meeting.	
117/23	There were no apologies	
118/23	There were no declarations of interest.	
119/23	There was no Public participation	
120/23	The internal Audit report was received and noted. Actions from the report were noted on the Audit actions document. The committee completed item 2 and These regulations should identify which option of 6.21 is adopted in the Financial regulations for recommendation to full council. These regulations are June 23 v4.	FC MG RFC
121/23	The Annual Governance and accounting statements were considered. It was agreed to recommend to full council that the Council has upheld its responsibilities and to sign both statements.	RFC
122/23	The Finance Committee considered the Asset register for 2023-24. It was noted to add a column for administration purposes. The Clerk reported that there have been no land changes in the year 2022-23.  The asset register was approved.	RFC
123/23	Insurance requirements for 2023-24 were reviewed and accepted. Cllr M Beckett agreed to also check the insurances. The Clerk to carry out a reconciliation of assets with the insurance schedule, as recommended by the internal Audit and then share with Cllr Beckett and report back to the next Finance Committee.	MB MG
124/23	Regarding insurance. it was noted that the Clerk to use a template for the building's checklist for internal and external checks for Kemeneth Krowji. Cllr D Willcocks agreed to help with a template as a starter.	MG DW
125/23	The current budget position for 2023-24 was received.	
126/23	The following process was recommended for budget setting for each year. 1. a) Review of existing budget expenditure. b) Review each budget item; review relevance, alteration, inflation removal or addition. c) New items referring to the Parish Vision and committees/groups d) Working meeting for draft budget -Aug date TBC (1 <sup>st</sup> aug) <b>Draft Budget deadline 15<sup>th</sup> Sept</b>	

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	2. Difference in budget to income, review and propose alternatives, a draft budget presented to full council, public engagement. 31 <sup>st</sup> Oct 3. Agree final budget 15th December	
127/23	Date of next meeting 9 <sup>th</sup> October 2023. It was agreed to include online working meetings for the finance committee were appropriate.	

End 6.45pm