

KESSINGLAND PARISH COUNCIL



Minutes of the Finance & Governance Committee Meeting At 10am 6th March 2024 held in the Council Chamber, Marram Green

Members present: Councillors N. Glendinning, I. Graham, A. Green (Chair), S. James (Vice-Chair), J. McLean & B. Saunders
Others present: Cllr C. Carter
Clerk to the Meeting: S. Hogg (Deputy Clerk) D. Blowers (Admin/Committee Clerk)

123. Welcome

The Chair welcomed councillors to the meeting and explained the meeting protocol.

124. Apologies for Absence.

All committee members were present.

125. Declarations of Interest

There were no Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda and no written requests for dispensations for Disclosable Pecuniary Interests. It was noted that a standing dispensation has been approved for Cllr Green in respect of his dual position as district councillor for Kessingland and for Cllr McLean in respect of her membership of the Friends of Kessingland CofE Primary Academy and the Kessingland Sports and Social Centre.

126. Minutes of the previous meeting

It was noted that the minutes of the Finance & Governance Committee meeting held on 7th February will come before the next meeting.

127. Governance.

There are no matters under this section of the agenda.

128. Banking

- 128.1 The committee received and noted the RFO monthly report.
- 128.2 The committee noted the current balances from the report and it was noted that £15,000 has been transferred from CLLA into the Unity current account.
- 128.3 Payments made via direct debit and standing order from the report were noted.
- 128.4 The payments made under delegated responsibility from the report were noted.
- 128.5 The payments made via council business cards from the report were unavailable.

128.6 Payments made via petty cash from the report were unavailable.

129. Payments

129.1 Councillors considered the payments provided in the RFO report and Cllr McLean proposed authorising the payments. This was seconded by Cllr James with all in favour.

130. Other Financial Matters

It was noted that the Deputy Clerk is currently working hard updating Scribe. The council has previously agreed that should this be a legal requirement there would be an information insert issued with the council tax bills for the current tax year and a budget of £5,000 was proposed by Cllr McLean to cover the cost of these, should they be required. This was seconded by Cllr James with all in favour.

131. Audit

131.1 It was noted that in the absence of the Parish Clerk advise has been sought from SALC regarding the completion of the audit process for 2024.

132. Insurance

There are no matters in this section of the agenda but the committee would like an update on when the insurance requires renewing. This will be provided at the next meeting.

133. Legal

There are no matters in this section of the agenda.

134. Date of next meeting

It was noted that the date of the next meeting will be the 10.00am on Wednesday 27th March 2024.

135. Items for the next agenda

It was noted that items for the next agenda need to be with the Clerk by 5pm on the 18th March 2024.

136. Exclusion of the Press and Public

That in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102), the public and press be excluded for the remaining items of business due to the confidential nature of the business to be transacted including contractual and personnel related matters.

There are no matters in this section of the agenda.

137. Close of Meeting

Meeting closed at 10.40am.