

# KESSINGLAND PARISH COUNCIL



Minutes of the  
**Finance & Governance Committee Meeting**  
**Held at 10.30am on Wednesday 4<sup>th</sup> December 2024**  
In the Council Chamber, Marram Green

**Members present:** Councillors N. Glendinning, A. Green (Chair) & J. McLean  
**Clerk to the Meeting:** S. Hogg (Deputy Clerk) & D. Blowers (Admin/Committee Clerk)

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## 92. Welcome

The Chair welcomed the committee and explained the meeting protocol.

## 93. Apologies for Absence

Apologies for absence were received from Cllrs Cook & Saunders with the acceptance of apologies for absence proposed by Cllr McLean and seconded by Cllr Glendinning with all in favour. Cllr Graham did not attend.

## 94. Declarations of Interest

There were no Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda and there are no written requests for dispensations for Disclosable Pecuniary Interests. A dispensation has been granted to:

Cllr Green in respect of his role as district councillor.

Cllr McLean in respect of Kessingland Sports & Social Centre & Kessingland CofE Primary Academy.

## 95. Minutes of the previous meeting

The minutes of the Finance & Governance Committee meeting held on 6<sup>th</sup> November 2024 had been circulated. Cllr McLean proposed adoption as a true and accurate record. This was seconded by Cllr Glendinning with all in favour.

## 96. Banking

96.1 Cllrs received the RFO monthly report.

96.2 Cllrs noted the current balances from the report. Cllr Green proposed a transfer of funds of £10,000 from the deposit to the current account and £50,000 from the Nationwide account to CCLA. This was seconded by Cllr McLean with all in favour.

96.3 Cllrs noted the payments made via direct debit and standing order from the report.

- 96.4 The payments made under delegated responsibility from the report were noted.
- 96.5 Cllrs noted payments made via council business cards from the report.
- 96.6 Cllrs noted payments made via petty cash from the report.

#### 97. Payments

- 97.1 Cllr Glendinning proposed that all payment detailed on the RFO's monthly report are authorised. This was seconded by Cllr Green with all in favour.

#### 98. Accounts and Audit

- 98.1 Cllrs considered alternate bank accounts and interest rates for the money that is held in the Nationwide account.
- 98.2 Cllrs noted that a trustee for the Compass Suite bank account is required to contact the bank to try and release the funds.

#### 99. Other financial matters

- 99.1 An update from the Budget Working Group was received. Their first meeting on 28<sup>th</sup> November 2024 was very successful and the next meeting agreed to be held at 10am on Wednesday 18<sup>th</sup> December 2024.
- 99.2 It was noted due to changes of charges from BT, Cllr Glendinning proposed to change to another provider. This was seconded by Cllr McLean with all in favour.

#### 100. Governance

- 100.1 Cllrs reviewed the three policies/terms of reference that had been circulated.
- 100.2 Cllr McLean proposed to adopt the revised Youth Café Health and Safety and Anti-bullying policies as recommended by the personnel committee. This was seconded by Cllr Glendinning with all in favour.

#### 101. Date of next meeting

The date of the next meeting will be Wednesday 8th January 2025 at 10.30am.

#### 102. Items for the next agenda

To note that items for the next agenda need to be with the Clerk by 5pm on the 27<sup>th</sup> December 2024.

#### 103. 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.*

#### 104. Close of Meeting

This meeting closed at 11.25am