



Congresbury Parish Council

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Chairman:
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Minutes of the Finance Committee meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 19th February** at 7.30pm.

Present: Cllrs Holland, Hill, Burd, Razzell and Cove
In Attendance: Gemma Palmer (RFO)
Members of the public or press present: None

Meeting commenced 7:30pm

2400 To receive apologies for absence

Resolved: None, Cllr Daw left the finance committee

2401 Public participation

The Chairman of the Committee will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion)

Resolved: None

2402 Declarations of Interest

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the Parish Council's Code of Conduct and to consider any requests from members for Dispensations.

Resolved: None

2403 Financial Regulations

To review the Financial Regulations following a recent update and NALC model

Resolved: The Financial Regulations were amended as per the NALC model and agreed for confirmation at the next available Full Council meeting. Cllr Holland proposed, Cllr Burd seconded and all Cllrs agreed.

2404 Budget 2023/24

RFO provided the annual budget report to show income and expenditure from April 2023 to January 2024. Areas of the budget were considered in detail with areas of increased income, and areas of predicted overspend.

Resolved: All Cllrs noted and agreed the budget.

2405 Precept 2024/25

RFO provided details of the precept submission sent to North Somerset Council.

Resolved: All Cllrs noted the precept amount and submission within the allocated time.

2406 Grants 2024/25

Applications for the new financial year to be noted.

Resolved: All grant applications for 2024/25 to be reconceived at the next Full Council meeting.

2407 IT Support

Consideration of a monthly computer IT support agreement.

Resolved: To monitor how often this service may be used in a 6-month period and revisit this matter in August 2024. Ongoing discussions to continue at the next Full Council meeting regarding access to emails etc. Cllr Razzell proposed, Cllr Hill seconded and all Cllrs agreed.

2408 Petty Cash

Consideration of petty cash following the internal audit report recommendation for review.

Resolved: Petty cash amount of £82.49 to be paid into the bank. Cllr Cove proposed, Cllr Burd seconded and all Cllrs agreed.

2409 Bank signatories

RFO recommends consideration of additional Cllrs to be added as authorised signatories.

Resolved: Cllr Razzell, Cove and Burd to be added. RFO to complete and send necessary forms. Cllr Hill proposed, and Cllr Holland seconded.

2410 HoneyHall Solar Farm Community Benefit Fund

Consideration of options for the community benefit fund.

Recommended: Ongoing discussions regarding 3 potential different community benefit programmes proposed to continue at the next Full Council meeting.

2411 Next Finance meeting

Resolved: The next Finance meeting will take place on Wednesday 24th April 2024.

Meeting ended: 22:00pm

Signed:



Date:

