

Chairman of the Committee: Cllr H Unwin Clerk: Katrina Baker MBE CiLCA

Financial Reports

a) Balances and Investments

The balances at the end of the financial year totalled £159,619.03. Copies of the reconciliations had been circulated to all members, with a full list of income & expenditure for March 2024. The VAT refund totalled £2104.17.

b) Balances as at 29th April 2024

As the first precept payment had been received, the current balance over all accounts is £265,107.36.

c) Annual Governance and Accounting Return – supporting documentation

The following information and documents had been circulated and were presented to Members:

- Bank Reconciliation
- Balance Sheet
- Section 137 Payments
- Explanation of Variances – none required
- Notes to the Accounts
- PWLB – balance £49,047.99

With reference to the Asset Register, the Clerk explained at the finance package only allows for assets to be added to the register if the funding was allocated within the budget as an asset. This is not possible for us in the way that we set and monitor the budget.

A conversation is needed with Edge IT Systems to understand how this can be done differently to ensure that the asset register is up to date at the end of the financial year, rather than having to be amended to start the following year.

Members resolved to recommend that the Council re-adopts the General Power of Competence which is possible due to eight councillors being elected and having a Qualified Clerk.

d) Internal Audit

The Internal Audit had been completed and a copy of the report and the explanatory letter had been circulated to Members, for their information.

Members thanked the Clerk for a speedy completion to End of Year and for preparing all the paperwork and evidence for the Internal Audit.

There were no comments or actions required.

e) AGAR 2023/24

Draft copies of Sections One, Two and Three had been circulated to Members, for their information. Members considered Section One, the Annual Governance Statement and confirmed the Assertions One to Eight. Members could answer 'Yes' to all the statements. The Parish Council does not hold any trust funds.

The draft Accounting Statements had been sent to the Internal Auditor and had been confirmed as an accurate record of the financial position of the Parish Council as at 31st March 2024.

It was proposed by Councillor H Unwin, seconded by Councillor Snell, all were in favour and thus it is

RECOMMENDED that Hollinswood & Randlay Parish Council completes the AGAR for 2023/24 and that Chairman, signs off the accounts.

Grant Applications**a) Hollinswood Primary School**

Councillor Johnson declared an interest

It was proposed by Councillor Vaughan-Hodkinson that £400 should be allocated, this was seconded by Councillor Creed.

It was proposed by Councillor S Unwin that £800 should be allocated, this was seconded by Councillor Snell.

At the vote, the £800 became the substantive motion and all were in favour and thus it was

RECOMMENDED that £800 be allocated to Hollinswood Primary School to subsidise the cost of external outings in order that all children have an opportunity to attend. Whilst this was requested in support of In Harmony, the allocation will enable the funds to be available for other external trips, when needed.

b) Crucial Crew

This application was deferred to await receipt of a completed application form.

c) Hollinswood Guides

It was proposed by Councillor Creed, seconded by Councillor Johnson, all were in favour and thus it was

RECOMMENDED that a grant of £208 be available to support the Guides. This fund will be used to cover hall hire costs.

Members also agreed that they would promote the Guides on the screens and website. If a flyer can be produced, these will also be distributed around the parish.

Governance Reports**a) Accidents and Near Misses**

There had been no accidents or near misses.

b) Risk Management

The Risk Management Policy and Risk Management Plan had been circulated to all members.

Members are asked to peruse the documents as they will appear on the Full Council Agenda for confirmation.

c) Updated Policies

All the updated policies have been added to the website – Members are asked to peruse them before they appear on the agenda for Full Council.

Other Matters

a) Councillor Snell reported that RTITB are undertaking work as corporate volunteers and can offer raffle prizes for fund-raising activities.

b) Concerns were expressed that the Council Tax leaflets, accompanying the bills from TWC, were misleading and although the Parish Council had received an explanation about the Special Fund, the residents did not understand. It was agreed that we should continue to question this additional amount.

FA24/075

Date of the next meeting

As per the meeting schedule to be agreed at the Annual Meeting

10th June 2024

8pm.

Council Chamber

The Chairman thanked Members for their contributions and closed the meeting at 8.45pm.

Signed Date