

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 22nd MAY 2023 AT THE PAVILION AT 6:30PM.**

AGENDA

- 1. ELECTION OF CHAIR**
- 2. ELECTION OF VICE CHAIR**
- 3. APOLOGIES FOR ABSENCE**
- 4. DECLARATIONS OF INTEREST AND DISPENSATIONS**

- 5. MINUTES OF COUNCIL** - To approve the Minutes of the Finance & General Purposes Committee Meeting held on 6th December 2022

- 6. PUBLIC QUESTIONS AND COMMENTS –** (15 Minutes will be allowed)

- 7. FEES AND SUBSCRIPTIONS –** SALC/SLCC to approve ongoing membership of SALC and authorise the payment of SLCC subscriptions for the Clerk and Deputy Clerk (Note RFO subscription to be funded by another Council this year)

- 8. APPROVAL OF PAYMENTS OVER £1,000**
 - i) Approve payment of Shropshire Council PSG SLA annual fee for provision of planned maintenance, reactive maintenance and out of hours call out facility £1,340 & VAT
 - ii) Approve payment of Shropshire Council Joint Energy Q1 invoice £2,021.02 & VAT
 - iii) Approve payment of Shropshire Council Non-Business Rates instalment £1,463.00

- 9. STATUTORY BUSINESS & FINANCE** - to recommend for approval at the meeting of the Full Council on 12th June 2023
 - i) Updated list of DD and SO for 2023-24
 - ii) Any bad debts to be written off (None)
 - iii) S137 expenditure report (allowable expenditure £23,831.64)
 - iv) Asset list as at 31 March 2023

- 10. EARMARKED RESERVES –** To recommend for approval at the meeting of the Full Council on 12th June 2023
 - i) Year-end reserves transfer of £5,000 for legal fees relating to PCC lease, (per Reserves Transfers report)
 - ii) Earmarked reserves transfers for 2023-24 as prepared by RFO (see report)

- 11. INTERNAL FINANCIAL CONTROLS STATEMENT –** To recommend for adoption the amended Internal Controls Policy & Statement of Internal Financial Controls (reflecting appointment of separate RFO)

- 12. END OF YEAR ACCOUNTS FOR 2022/3 –** to recommend for approval at the meeting of the Full Council on 12th June 2023
 - i) Net position as at 31 March 2023
 - ii) Adjustments report
 - iii) Year End Working Document 2022-23
 - iv) Bank reconciliation on 31 March 2023
 - v) Balance Sheet
 - vi) Summary of VAT position
 - vii) Annual Return – (previous year restated on Income and Expenditure basis)

- 13. INTERNAL AUDITOR'S REPORT –** To consider the report and recommendations of the Internal Auditor, (if available) and make appropriate recommendations to full council.

- 14. DATE OF NEXT MEETING**

Clerk to the council 11/05/2023

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