

# Costessey Town Council

## **Minutes of the Finance & Governance Committee of Costessey Town Council, held at The Costessey Centre, Longwater Lane, Costessey at 11am on 20 May 2022**

**Present:** Cllrs G Jones (Chair), J Amis, G Dole, T Laidlaw, H Elias (Town Clerk), S Kent (Incoming Town Clerk) N Bailey (Deputy Clerk). No members of the public were present.

### **To receive apologies for absence**

**F068/22:** Cllr P O'Connor (Away)

**RESOLVED to accept apologies from Cllr P O'Connor**

### **To receive declarations of interest**

**F069/22:** Cllr Hannant declared a non-pecuniary interest as she receives a pension from Barclays

### **To confirm and sign the minutes of the previous Finance meeting on 22 April 2022**

**F070/22:** **RESOLVED to approve the minutes as a true record, with no amendments.**

**To receive updates on the previous minutes** (No resolutions may be passed)

**F071/22:** *Min: 057/22: AGAR was pending submission to the External Auditor.*

### **To receive the notes from the Future Finances WG of 6 May 2022 and consider the recommendations therein and the working spreadsheet**

**F072/22:** The incoming Town Clerk needed time to consider the Council's long-term position and strategy over the next five years. Additionally, a new community facility will likely require taxpayer subsidy to support the running costs. Utilization of the existing facilities to maximise revenue was an important priority going forward. Open spaces for general recreational use were important.

### **To consider the accounts for April 2022 and receive a budget report**

**F073/22:** It was noted that the precept was paid late on 3rd May so was not included in the April accounts. One employee was paid for the last time in April. Revenue from hall hire was in a better position than expected. **RECOMMENDED to Full Council to approve the April 2022 Accounts.**

### **To consider the Internal Auditor's final (Year End) Report**

**F074/22:** No concerns were identified. They have been consistently good. Thanks were expressed to all the staff. **RECOMMENDED to Full Council to approve the Final Internal Audit Report**

### **To amend the Lost Property**

**F075/22:** The Police's Policy for accepting lost cash contradicted the Council's Policy. The amendment meant any cash found amounting to less than £50 would be donated to the Costessey Parochial Charity. **RECOMMENDED to Full Council to amend the Lost Property Policy**

**To receive a general update on Finance matters (No resolutions may be passed)**

**F076/22:** Some policies have to be reviewed annually, and the rest have an appropriate review date which can be brought forward if required/changes dictate,

**F077/22:** Work on the footpaths at the cemetery was completed satisfactorily and the donation from Breedon Group (Longwater) was much appreciated. A letter of thanks/mention in the newsletter should be considered by Full Council including a permanent plaque in recognition of the support.

**F078/22: The date of the next Finance Committee Meeting was confirmed as Friday 24 June 11am**

**To consider any confidential finance items**

**F079/22:** None

**F080/22:** The meeting closed at 12.05pm

**Chair:**

**Date:**