

Bretton Parish Council

**Minutes of the Finance Committee Meeting held on the Tuesday 4th May 2021 7.30 p.m.
remotely via zoom**

Present: Councillors, P Gatward, C Lee, J Merrill (presiding), A Gasparutti, and J Hayes

Others: S Radouani (Clerk)

Not present: L Aldridge

	Open Forum
	There being no members of the public present no open forum was held, and the meeting was formally opened at 19.30
1.	Apologies for absence
1.1	L Aldridge- (sick – Migraine) – absence was accepted and recorded.
2	Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item
3.	Election of Chairperson
3.1	The committee elected Cllr Merrill as the Chair
4.	Election of Vice Chair
4.1	The committee elected Cllr Hayes as Vice Chair
5.	To Approve Minutes of the Special Meeting held on 2nd March 2021 (19-09)
5.1	Resolved: The minutes of the meeting on 2 nd March 2021 was approved and signed by the Chair as a correct record.
6.	Matters to report - restricted to items not listed elsewhere in the agenda
6.1	There were no matters to report.
7.	Items deferred from the previous meeting
7.1	There were no matters deferred from the previous meeting
8.	Items deferred from Full Council
8.1	There were no matters deferred from Full Council

9.	Internal Audit Review
9.1	To review and discuss and approve – Annual Internal Audit Report 2020/2021
	The Clerk provided an overview of the Annual Internal Audit Report for 2020 /2021 to the committee. A discussion was held, and the Cllrs were satisfied and approved the report.
9.2	To review and approve -Section 1 – Annual Governance Statement 2020/2021
	The Clerk provided an overview of Section 1 -Annual Governance Statement for 2020 /2021 to the committee. A discussion was held, and the Cllrs were satisfied and approved the report.
9.3	To review and approve -Section 2 – Accounting Statements 2020/2021
	The Clerk provided an overview of Section 2 - Accounting Statements 2020 /2021 to the committee. A discussion was held, and the Cllrs were satisfied and approved the report.
	Cllr Hayes complimented the Clerk on producing and completing the audit.
10	To confirm Expenditure
	10.1 To note the current state of finances and agree to the Bank Reconciliation
	10.2 To approve the expenditure
	Category: Services expenditure
	£16.29 - Works trousers for staff- Lengthsmen
	Category: Payroll
	£66.00 -APS - Payroll services for January, February, March 2021
	Cllrs agreed and approved all expenditure listed in point 10.2
11	Correspondence
	Nothing to report
12	Any Other Business – Reminder by Law – information exchange only no decisions can be made

	<p>12.1</p> <ul style="list-style-type: none"> • The Clerk provided an overview of the Financial transaction summary as of 31st March 2021. A breakdown of each transaction was also provided. • The Clerk was advised that receipts will be issued for Cllr's out of pocket expenses if a taxi is taken to attend the Parish Liaison meetings etc. • The Cllrs discussed ideas of where any CIL money could be used. The Clerk advised the committee of the regulations / criteria associated with CIL. • In respect of the CIL – Cllrs discussed potentially using it for Youth provision – youth shelter at the skate park. Or, asking the schools to do a design for under the underpass. Or get a professional designer? Also, towards the emergency gate access at the community centre. • Clerk will check when the CIL, money needs to be spent, as there is a time limit attached. • Towns Fund -There was a discussion around the benches and other equipment associated with this project. Cllr Hayes will forward information through to the other members of the committee. • Litter picking groups – There was discussions around the equipment's. The Clerk would let Cllr Gatward look at the faulty litter picker grabbers to see if he can fix them. • There was a discussion on the bins near the bus stop -The Cllrs advised that they needed to be changed. Cllr Hayes advised that he would email. • Cllrs also asked how they can have any influence on where the bins can go?. It was advised to copy Cllr Burbage into any correspondences as he is dealing with the Towns Fund Project. <p>The meeting was formally closed at 20.30</p>
13	The date of the next meeting – to be held on Tuesday 6TH July 2021 at 19.30 p.m. venue to be confirmed.