

NUTHURST PARISH COUNCIL

Minutes of the Finance Committee meeting held on Wednesday 10th July 2024, at Copsale Village Hall, commencing at 7.30pm.

PRESENT: Cllr S Catterall (Chair), Cllr C Kenny, Cllr V Court, Cllr D Cotton.

ALSO IN ATTENDANCE: Louise Shaw (Locum Clerk).

01-24/25 ATTENDANCE AND APOLOGIES FOR ABSENCE

Cllr W Bayley sent in their apologies prior to the meeting and were accepted during the meeting.

02-24/25 DECLARATIONS OF INTEREST

No declarations of interest, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct, were made.

03-24/25 CHAIRMANS ANNOUNCEMENTS

The Chair had no announcements to make for this meeting.

04-24/25 PUBLIC SESSION

No members of the public were present at this meeting.

05-24/25 END OF YEAR AUDIT REPORT 23-24

The clerk sent the council the End of Year Report 23-24 from Mulberry and Co. The Councillors accepted the report but stated that there were mistakes in the report by Mullberry and Co and requested that they went through each point. Cllr VC proposed that the committee accepts the report but wished to return the report with their comments, to correct the mistakes. Cllr CK seconded the proposal. Cllrs SC, DC and VC met for an informal meeting to discuss the report in detail. They mentioned that actions arisen from the July 23 Interim Audit Report were actioned within the 23-24 year. Cllr SC had produced a report listing all the actions and outcomes. Cllr SC asked for the clerk to check with WSALC about whether the installation costs could be placed on the Assets Register.

ACTION: The Clerk

06-24/25 AUDIT ACTIONS

Cllr SC went through each action and updated the report. The updated report will be sent off to the internal and external auditor.

ACTION: Cllr SC and The Clerk

07-24/25 FINANCE

- i) The committee requested that the bank reconciliations be presented at the Full Council meetings. The reconciliations will need to be signed by a member of the council who does not sit on the Finance Committee or a Bank Signatory.
- ii) The Clerk presented the payments that had been paid in line with the Finance Regulations and in conjunction with the Chair of Council.

31/07/24 Netcom INV 25853 £39.60
06/06/24 Mannings Heath Community Hall INV 24.078 £150.00
27/06/24 Horsham Fencing INV 40728 £336.00
21/06/24 Trimbio INV WR000418 £203.94
24/06/24 ROSPA Playground INV NUTHU001 £93.60

The meeting closed at 20.20pm

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Chairman of the Finance Committee

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Date

DRAFT