

ALLITHWAITE AND CARTMEL PARISH COUNCIL

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6th October 2023

There will be a Meeting of Allithwaite and Cartmel Parish Council Finance Committee , on Thursday 12th October 2023 – to be conducted at Allithwaite Community Centre, to commence immediately after the full council meeting concludes.

All Parish Council Meetings are open to the Public and Press.

The press and public may not speak when the Council is in session, but they may make points during the 'comments & concerns' item on the agenda.

C Downey. 06/10/2023: Christine Downey: Clerk/RFO.

AGENDA

- F1 To **appoint a Chairman** of the Finance Committee for 2023/2024.
- F2 **Apologies:** To Note Apologies for absence given in advance of the meeting.
- F3 **Declaration of Interest:** To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
- F4 To receive **Comment & Concerns:** To hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation.
(NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification)
- F5 To confirm the **Minutes** of the Finance and Governance Working Group Meeting on 13th December 2022. (Paper F2023/1)
- F6 To conduct the **Quarterly Internal Control checks** for the six months to 30th September 2023:-
- 6.1 Payments and Receipts. (Paper F2023/2 and 3)
 - 6.2 Bank Reconciliation. (Paper F2023/4)
 - 6.3 VAT return. (Paper F2023/5)
 - 6.4 Performance against budget. (Paper F2023/6)
 - 6.5 To complete the Parish Council Internal Control checklist. (Paper F2023/7)

F7 To review the position regarding the **2023/24 special projects**.

F8 To review the position of **allocated and unallocated reserves**. (Paper F2023/8)

F9 To review the purpose of the **“reserve account” and the “community account”** and to authorise transfers between them, as deemed prudent.

As at 30/09/23	Bank statement balance	Add Outstanding receipts	Less Outstanding payments	Balance as per cash book
Community account	135,922.33	0.00	4,136.80	131,785.53
Reserve Account	25,309.78	0.00	0.00	25,309.78
Total	161,232.11	0.00	4,136.80	157,095.31

F10 To review the **draft expenses policy** and make recommendations to full council.(Paper F2023/9)

F11 **Minor items for information** only, and **items for next agenda**.

F12 Date of next Finance Committee meeting.

C Downey

06/10/2023. Christine Downey. (Clerk/RFO).