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MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF KENWYN PARISH COUNCIL at SHORTLANESEND METHODIST CHURCH on MONDAY 29TH JANUARY AT 6:30PM

PRESENT – Cllrs Holroyd (Chairman) Harry (Vice-Chair) Dyer, Robinson, Gammon & Green

Also Present – Cllrs Jones & Dobson & 1 member of the public

1/2024 - Apologies

Apologies were received from Cllr La Borde

2/2024 - Declarations of Interest

None were received

3/2024 - Questions from parishioners (10 minutes only, 3 minutes maximum per person on Finance & General Purposes matters only)

None were received

4/2024 - To consider the financial report PowerPoint produced by the Clerk and to consider the budgetary requirements for 2024/2025 including the annual review of the salary budgets and to consider extra budgetary requirements – S100a LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – may apply for part of this item

Observations – Support and members were happy to agree that no increase was requested per household

Proposed – Cllr Gammon

Seconded - Cllr Holroyd

Vote - Unanimous

5/2024 - To approve the list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation including Salaries, PAYE and NI, and regular maintenance contracts and the like for which the council authorises payment for the year provided that the requirements of Financial Regulation 4 (Budgetary Controls) are adhered to

Observations – Support

Proposed – Cllr Gammon
Seconded - Cllr Robinson
Vote - Unanimous

**6/2024 - To approve the ongoing use of BACS to pay monthly salaries and all payments where possible.
To continue using electronic payments via Unity Bank for 2024/2025**

Observations – Support
Proposed – Cllr Green
Seconded - Cllr Gammon
Vote - Unanimous

7/2024 - To approve the use of a Direct Debit and variable Direct Debit as the payment method for utility supplies (energy, telephone and water), IT subscriptions, Storage Container rental and Trade Waste Collection

Observations – Support
Proposed – Cllr Green
Seconded - Cllr Robinson
Vote - Unanimous

8/2024 - To review the hire rates for Shortlanesend Village Hall for 2024/2025

Observations – Members agreed that rates would remain the same but that this would be reviewed in 6 months time
Proposed – Cllr Harry
Seconded – Cllr Gammon
Vote - Unanimous

9/2024 - To review the effectiveness of the current system of internal control and ensure it is in accordance with proper practices (to meet audit regulations)

Observations – Given that KPC passed internal and external audits with no comments of concern, members were happy to support
Proposed – Cllr Gammon
Seconded - Cllr Holroyd
Vote - Unanimous

10/2024 - To agree to move money from the general fund into earmarked reserves as recommended by the Clerk and the RFO in order to adhere to policy on level of free reserves

Observations – Support
Proposed – Cllr Green
Seconded - Cllr Holroyd
Vote - Unanimous

11/2024 - To agree and approve the current Asset Register

Observations – Support

**Proposed – Cllr Green
Seconded - Cllr Gammon
Vote - Unanimous**

12/2024 To put together a proposed budget and precept amount for 2024/2025 - S100a LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – may apply for part of this item

Observations – given the current cost of living crisis and other factors members were happy that the precept remain the same per household and that monies be moved from earmarked reserves to cover any other necessary costs throughout the year.

**Proposed – Cllr Robinson
Seconded - Cllr Gammon
Vote - Unanimous**

13/2024 - Any other item the Chairman deems as urgent

None

MEETING FINISHED AT 18:55