

**Minutes of a Meeting of the Finance Committee of the
Goring-on-Thames Parish Council**

Tuesday 23rd April 2024 at 17.30 at Gardiner Pavilion

Public Session – Prior to the Start of the Meeting

None present

Members Present:

Cllr J Emerson (JE)
Cllr A Smith (AS)
Cllr R Williamson (RW)

Officers Present:

Clerk Sarah Edmunds (SE)

Public and Press: None present.

Meeting started 17:30

23.55.1. To receive apologies for absence (LGA 1972 s85(1))

23.55.2. Declarations of Interests (LA 2011 s31)

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda

None

23.55.3. To consider requests for Dispensations [LA 2011 s33]

23.55.4. To note the need for a new Finance Committee member following Cllr Hutchins' resignation from the Council.

Deferred to the May Full Council meeting new council year appointments

23.55.5. To approve minutes of the meeting of 21st March 2024

Unanimously approved

23.55.6. To approve finalised expenditure list 1-31st March 2024

Appendix A

Unanimously approved



GORING-ON-THAMES PARISH COUNCIL

23.55.7. To note income 1-31st March 2024

Appendix B

Unanimously approved

23.55.8. To note the reconciled bank accounts as at 31st March 2024

Appendix C

Unanimously approved

23.55.9. End of Year Finance 2022-2023

Appendix D

23.55.9.1. To approve the annual accounts for 2023/2024, including:

- Explanation of variances report
- reserves balances
- budget variations
- cash and investment reconciliation – Balance Sheet
- reconciliation of Box 7 and Box 8

Unanimously approved to go to Full Council or approval

23.55.9.2. To agree content of the Annual Governance and Accountability Return (AGAR) Section 1 “Annual Governance Statement” 2022/2023 (must be approved by Full Council)

Appendix E

Unanimously agreed the content, to be put before Full Council in June as the Internal Audit has not been received

23.55.9.3. To agree the Annual Governance and Accountability Return (AGAR) Section 2 “Accounting Statements” 2022/2023 (must be approved by Full Council)

Appendix F

Unanimously agreed the content, to be put before Full Council in June as the Internal Audit has not been received

23.55.9.4. To approve the dates for the public rights of inspection: 10th June – 19th July 2024, being 30 working days including the first 10 working days of July.

Unanimously approved

23.55.10. To agree the Investment Policy and Strategy 2024 (to be approved by Full Council) **Appendix G**

Unanimously agreed to split the figures into a separate appendix that can be regularly updated then put before the full council.



23.55.11. To recommend any changes to the following policies to be put to Full Council for approval:

23.55.11.1.	Financial Regulations 2023	Appendix H
23.55.11.2.	Reserves Policy 2023	Appendix I
23.55.11.3.	Internal Controls Statement 2023	Appendix J
23.55.11.4.	Financial Risk Assessment Policy 2023	Appendix K
23.55.11.5.	Effectiveness of Internal Audit 2023	Appendix L
23.55.11.6.	Cash receipts Policy 2022	Appendix M
23.55.11.7.	Expenses Policy	Appendix N
23.55.11.8.	Loan Agreement 2022	Appendix O
23.55.11.9.	Grants Policy 2023	Appendix P
23.55.11.10.	General Risk Assessment 2019	Appendix Q

Agreed with changes to clarify wording and dates

23.55.12. To consider the Asset register **Appendix R**

Approved to put before Full Council

23.55.13. To consider what material will need review, and when, and the schedule of any additional meetings needed.

This relates to the forthcoming Internal Audit preparation and AGAR return.

The 2022-3 Internal Audit report included (p6) "Financial Responsibility While the Clerks / RFO are responsible for the day-to-day running of the Parish, the Council should be reminded that, as a corporate body, it is the Council which is responsible for financial governance and this responsibility should not be taken lightly. I recommend that the Council continues to appoint a Councillor Responsible for Internal Financial Control to help the Clerks/RFO and the Internal Financial Control Policy is reviewed."

23.55.13.1. To nominate a Councillor responsible for Internal Financial Control

Unanimously agreed JE

23.55.13.2. To note that Review of the Statement of Internal Controls was item 11.3 of the agenda noted

23.55.14. To receive updates from the previous meeting's "items on the next agenda" action list and savings account options. **Appendix S**

23.55.15. To discuss changing the week of FC meetings *Due to date clashes*

23.55.16. To confirm the time and date of the/ next meeting: 18:00 21 May 2024