



**Minutes of a Meeting of the Finance Committee of the  
Goring-on-Thames Parish Council  
Monday 17<sup>th</sup> June 2024 at 18.00 at Gardiner Pavilion, Upper Red Cross Road  
Goring RG8 9BD**

All Councillors who are members of the committee are summoned to attend the meeting.  
Members of the public and press are invited to attend all meetings of the council and its committees.  
(Public Bodies (Admission to Meetings) Act 1960)

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**Public Session – Prior to the Start of the Meeting**

None present

**Members Present:**

Cllr J Emerson (JE)  
Cllr N Mallen (NM)  
Cllr R Williamson (RW)

**Officers Present:**

Clerk                      Sarah Edmunds (SE)

**Public and Press:**      None present.

Meeting started 18:05

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

Cllr M Stares gave his apologies for absence

**24.09.2.              Declarations of Interests (LA 2011 s31)**

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

None declared

**24.09.3.              To consider requests for Dispensations [LA 2011 s33]**

None declared

**24.09.4.              To approve minutes of the meeting of 21<sup>st</sup> May 2024**

Resolved: Unanimously Approved & signed

Cllr J Emerson  
Chair of the Committee

15 July 2024

- 24.09.5. To approve the expenditure list 1-31<sup>st</sup> May 2024** **Appendix A**  
Resolved: Unanimously Approved
- 24.09.6. To note income 1-31<sup>st</sup> May 2024** **Appendix B**  
Noted
- 24.09.7. To note the reconciled bank accounts as at 31<sup>st</sup> May 2024** **Appendix C**  
Noted
- 24.09.8. To receive updates from the previous meeting's "items on the next agenda" action list including savings account options & updates** **Action List**
- 24.09.9. To consider the finance implications of Committee and Working Group recommendations and forward to Full Council for approval where appropriate**  
  
None submitted
- 24.09.10. To approve budget virements and movements between EMR & expenditure budgets**  
  
**Resolved:** Unanimously approved to review at the end of the first quarter (May-June)
- 24.09.11. Items for the next agenda**  
  
CiL Review
- 24.09.12. To confirm the time and date of the/ next meeting: 15<sup>th</sup> July 2024**  
  
**Meeting closed 18:41**

17 June 2024

## Finance Committee Action List

updated during meeting

| Action Number | Title                 | Current Status  | Status  | Action Owner              | Origin in Agenda / Minutes        | Notes   |
|---------------|-----------------------|---|---------|---------------------------|-----------------------------------|---|
| 202306        | Asset Register        | Compare version at July meeting to Excel register   | Ongoing | JE                        | Jul 2023 FinC meeting             |   |
| 202311        | Asset Register        | Check updated Asset Register  | Ongoing | Members                   | 2023-05-23 FinC minute 23.03.11   | Asset Register reconciliation commenced 16 October. All assets will be identified, photographed, what3words location and marked |
| 202312        | Asset Register        | Update Scribe - add date of acquisition.  | Ongoing | Council officers          | 2023-05-23 FinC minute 23.03.11.1 | Work in progress  |
| 202313        | Asset Register        | old items need to come off & revisit the list to get breakdown on the historic £5k list                                       | Ongoing | Council Officers          | 2023-05-23 FinC minute 23.03.11.2 | Work in progress  |
| 202315        | Asset Register        | Breakdown into a list of items held at nominal value and others.  | Ongoing | Council Officers          | 2023-05-23 FinC minute 23.03.11.4 | Work in progress  |
| 202317        | Asset Register        | check Sheepcot gates are not duplicated,  | Ongoing | Council Officers          | 2023-05-23 FinC minute 23.03.11.6 | 21.11.23 All gates being checked by Facilities to confirm which is which  |
| 202401        | Asset Register        | Merge Roger's photos & what3words locations into Asset Register   | Ongoing | JE                        | Mar 23 FinC mtg                   | Work in progress  |
| 202403        | Asset Register        | Review Asset Register for Annual Accounts return  | Ongoing | RFO and Finance Committee | Mar 23 FinC mtg                   | no change made post dismissal of the objection by the external auditor  |
| 202308        | Internal Audit report | Monitor website   | Ongoing | JE                        | 2023-05-23 FinC minute 23.03.10.6 | updated June 2024 following advice from Internal Auditor  |
| 202333        | Reserves account      | Ensure amount in reserves account matches the budgeted reserves   | Ongoing | Council Officers          | 2023-08-08 Fin C                  | end May TSB reserve £171014.64, Unity £185,000.00 (85+100 across two accounts)Total £356,014.64. EMR £383,924.04 on 10/06/2024  |
| 202323        | TSB Bank access       | Setup TSB account access for FinC to approve payment  | Ongoing | Council Officers          | 2023-05-23 FinC minute 23.03.12.4 | Mandate accepted and 2 Cllrs on line. Dual authorisation instruction is not yet implemented by TSB.                             |
| 202405-1      | Investments           | Transfer £85,000 from Unity Trust instant access (2.77%) to a Unity Trust 12-month Fixed term deposit account (4.85%).        | Ongoing | RFO & FC                  | Investment Strategy               | *COMPLETED* 31/05/2024  |
| 202405-2      | Investments           | Transfer £85,000 from Unity instant access account to a Redwood Bank 95-day business savings account (4.55%).                 | Ongoing | RFO & FC                  | Investment Strategy               | *COMPLETED* 09/06/2024  |
| 202405-3      | Investments           | Transfer £15,000 from Unity instant access account to a 6-month account with Lloyds (3.5%)                                    | Ongoing | RFO & FC                  | Investment Strategy               | Different provider to be sought   |
| 202405-4      | Investments           | Transfer £70,000 from TSB deposit account to 6-month account with Lloyds (3.5%)   | Ongoing | RFO & FC                  | Investment Strategy               | Different provider to be sought   |
| 202405-5      | Investments           | Transfer £44,375 from TSB to Cambridge Building Society Council saver (2.9%)  | Ongoing | RFO & FC                  | Investment Strategy               | opening in progress, further ID checks requested by CBS   |
| 202405-6      | Investments           | Identify an account to receive a transfer £85,000 to from TSB   | Ongoing | RFO & FC                  | Investment Strategy               | Need to identify and open account first   |
| 202405-7      | Investments           | Maintain at least £28k (~1/6 of precept) in the 0% TSB current account and the balance kept in the 1.49% TSB reserve account. | Ongoing | RFO & FC                  | Investment Strategy               | ongoing   |
| 202405-8      | Reserves              | Transfer £43,000 transfer between "345 EMR Community Infrastructure Levy" and "348 EMR CIL Playground equipment"              | Ongoing | RFO & FC                  | Full Council 25.2                 | approved 08.04.24 Full Council- approve up to £500 for pre-application  |