



MINUTES OF REMOTE FINANCE MEETING

HELD ON MICROSOFT TEAMS **ON THURSDAY, 17TH JUNE 2021 AT 9.20PM**

PRESENT:

Community Councillor
Paxton Hood –Williams [PHW]
Warren Smart [WS]
Debbie Male [DM]

Community Councillor
Daniel Jones [DJ]
Lindsay Glover [LG]

Clerk: Ian Donaldson

**Meeting commenced 9.20pm Community Councillor Paxton Hood-Williams
(Chairman of the Community Council) Presiding**

ITEM	HEADING	ACTION BY
1753	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs Rogers & White.	
1754	<u>DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST</u> There were no declarations of pecuniary or prejudicial interest.	
1755	<u>MINUTES OF PREVIOUS MEETING</u> The minutes of the meeting held 21/1/21 could not be approved as not enough councillors who were present at that meeting were at this one.	
1756	<u>MATTERS ARISING</u> There were no matters arising from the minutes.	
1757	<u>VERIFY BANK & CASHBOOK RECONCILIATIONS</u> The clerk stated that Cllr Rogers had inspected the reconciliations and duly signed them as correct.	
1758	<u>ACTUALS V BUDGET FOR END Q1 2021/22</u> The clerk tabled a spreadsheet of actuals v budget up to end of Q1 [see attached]. He explained that there were no real concerns on spend. There were no questions and Cllr Smart proposed that the document be approved. Cllr Glover seconded this and the motion was approved unanimously.	

CHAIRMAN OF THE COMMUNITY COUNCIL:

_____ Cllr P Hood-Williams

1759	<p><u>TO RECEIVE THE REPORT ON THE 2020/21 INTERNAL AUDIT REVIEW PROCESS</u></p> <p>Cllr Glover had undertaken the review for the first time this year. Her report is attached to the minutes. She had made a couple of recommendations for the future.</p> <p>Council needs to formalise a training plan and to keep records of those courses attended by each councillor.</p> <p>The chairman said it was a very comprehensive report indeed and thanked Cllr Glover for her thoroughness.</p>	
1760	<p><u>TO APPROVE BANK MANDATES, DIRECT DEBITS & STANDING ORDERS FOR 2021/22</u></p> <p>The document tabled by the clerk was approved unanimously.</p>	
1761	<p><u>DATE OF NEXT FINANCE MEETING</u></p> <p>To be held on September 16th 2021 after the monthly meeting.</p> <p>The meeting closed at 9.55pm</p>	