

# SLAUGHAM PARISH COUNCIL



## Finance & Policy Meeting Agenda

**Members are summoned to a Meeting to be held on Monday 27<sup>th</sup> November 2023 at 6.00pm – The Sports Pavilion, High Street, Handcross**

Sally Mclean - Clerk to the Council Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk) Website: <http://www.slaughampc.co.uk>

Press and Public are welcome to attend - *Public attendance at Parish Council meetings* - The Parish Council is an open and transparent local authority and encourages public attendance at meetings.

### Present:

**F11/01 Apologies for absence**

**F11/02 Declarations of Interest:**

**F11/03 Minutes of the meeting of Finance & Policy Committee 5<sup>th</sup> June 2023**

To receive and adopt the minutes. **Matters arising from the Minutes –** To note any matters arising from the minutes.

**F11/04** Adjournment for questions from the public: The Committee is to consider whether to adjourn the Meeting in accordance with Clause 1(d) of Standing Orders, in order to receive questions from members of the public.

**F11/05 Members are asked to review and consider minor modifications recommended and RE-ADOPT the NALC Model Financial Regulations *cc'd in advance*. RECOMMENDATION: Adopt [NALC Model Financial Regulations](#).**

**F11/06 Financial Monitoring Review Income / Expenditure Review 2023/24: To note the account records in accordance with the Financial Regulations of the Parish Council, as follows:**  
The Committee is asked to review the income and expenditure against budget 2023/24 to include reserves position and to consider and approve other financially related matters if necessary *cc'd in advance*

- (a) Ref: Detailed Income & Expenditure by Budget Heading
- (b) Ref: Income and Expenditure Account for Year Ended
- (c) Ref: Summary Income & Expenditure by Budget Heading
- (d) Ref Balance Sheet as at 31<sup>st</sup> March 2023
- (e) Ref Trial Balance as at 31<sup>st</sup> March 2023
- (f) Receipts 1<sup>st</sup> April 2023 – 1<sup>st</sup> November 2023
- (g) Annual Budget By Cost Centre

**F11/07 Projects 2023/24/25:** The Committee is asked to review expenditure in relation to projects coming forward/influences on the budget/future funding 2023/24/25 *to include S106 position*.

1. Land Disposal St Martins – Members to consider current budget.
2. Village Enhancements – Members to consider current budget.
3. Knapes Field – Members to consider including budget.
4. Communications – Members are asked to consider budget for upgrade of the Councils current website in line with future transparency code and Councils communications strategy.
5. Council Project List – Members are asked to review the Councils current project list for future consideration.
6. Members to consider procurement of Member laptops in line with ICO GDPR/ Data Protection requirements.

- F11/08**      **S106 Project Review 2022/23:** The Committee is asked to review developer contributions in relation to projects coming forward not included in the current budget:
- F11/09**      **Clerk Salary Review:** Members to consider the Clerks salary review backdated to 1<sup>st</sup> April 2023
- F11/09/02 - Clerk Pay Awards** — Members to apply [E01-23 / 2023/24 National Salary Award](#) of £1925 to staff on NJC and NALC grades backdated to April 2023.  
**Confidential Matters** – cc'd in advance see briefing note
- F11/09/01 – Members to consider litter picker salary review:**  
**Confidential Matters** – cc'd in advance
- F11/11**      **Interim Audit Review 2023-24 - Members to consider interim audit review.**  
**RECOMMENDATION to**
- F11/12**      **External Auditor Report 2022/23: To APPROVE the completed AGAR.** To note the signed 'External Auditor Report and comments made in relation to the audit:
- F11/13**      **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve the following:
- F11/14**      **Interim Budget Review – 2023/24** – Members are asked to consider the draft budget with a review in to finalise 2024/25 Precept in January 2024.
- F11/15**      **Matters that members wish to raise for future discussion.**

**Date of Next Meeting:**

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