



CHAR VALLEY PARISH COUNCIL

Finance Committee Meeting of the Parish for Char Valley Parish Council held on 15th August 2022 at 6.30pm, at Wootton Fitzpaine Village Hall

Meeting opened: 18.35.

1: Present: Cllrs. S Johnson (Chair), C Noon, C Mahaddie, S Creed-Castle, H Joyce and T Ely (Clerk).

- Proposed to add Cllr. Joyce to the committee.

Proposed by Cllr. Noon and Seconded by Cllr. Johnson. 4 in Agreement.

2: Apologies for absence: None.

3: Declarations of interest: None.

4: Dispensation requests: None.

5: Financial Regulations

- The clerk had circulated the document for approval.
- The clerk confirmed it was the NALC model document personalised to CVPC where appropriate.
- The clerk confirmed that Cllr. Carey would carry out the quarterly check of the bank reconciliation for the records.

Proposed by Cllr. Noon and Seconded by Cllr. Joyce. 4 in Agreement.

6: Bank reconciliation

- The clerk had circulated the document and council were happy.
- Cllr. Noon requested a date be added for the cheques not presented to see how old they are.

Clerk to add the date for the next full council meeting in September.

7: HMRC

- The clerk had circulated an email to explain the situation.
- There had been an ongoing debt from before the clerk joined council. The clerk had called the HMRC again and finalised the amount after claiming back the employer NI contributions to be £195.73. This is accruing interest, so the clerk had been advised to send in £198 to cover interest between the phone call and the cheque clearing.

Cllr. Creed-Castle joined the meeting at 18.46.

8: Budget

- The clerk had circulated the document before the meeting.
- Cllrs. discussed the budget and found some areas for the clerk to change/update figures.
 - Increase the amount for hall hire as prices are being raised with energy costs
 - Check with Cllr. Carey about any email address/website costs
 - Look at figures for playgrounds and lengthsman and ensure allocation is in the correct place
 - Allow a little for salt bins
 - Add a column to show actual against projected

Clerk to work on the points raised for the next Finance meeting in October.

9: The Bank Account

- The clerk recapped that council now have Cllr. Johnson fully able to log on online.
- Cllr. Noon, Cllr. Joyce, Cllr. Creed-Castle and the clerk need to organise a date to phone the bank whilst all together to activate the other accounts online.

10: Date of next meeting:

- It was agreed to meet 24th October at the Whitchurch Village Hall at 7.30pm.

Meeting closed: 19.26.