

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Finance Committee held on Tuesday, 18th April 2023, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth

- 01/04/23** **Record of Members Present**
The following councillors were present: Councillors Finch (Chairwoman) Stewart and J Whittaker.
- 02/04/23** **Apologies for Absence**
There were no apologies because all members of the Committee were present.
- 03/04/23** **Declaration of Interest & Dispensations**
(i) No declarations of interest were made.
(ii) No dispensations had been granted.
- 04/04/23** **Clerk's Report**
Minute 07/11/22 Council Charges for 2023 / 2024 (ii) Hanging Baskets
- Full Council had agreed with the recommendation made by both the Combined Cemetery & Environment Committee and Finance Committee that the cost of a Hanging Basket for 2023 should be £30.
- Minute 06/01/23 Financial Accounts (i) Financial Report & Bank Reconciliation Statement for October 2022** - Full Council had agreed with the recommendation made by the Finance Committee and approved the Financial Report & Bank Reconciliation Statement for October 2022.
- Minute 06/01/23 Financial Accounts (ii) Financial Report & Bank Reconciliation Statement for November 2023** - Full Council had agreed with the recommendation made by the Finance Committee and approved the Financial Report & Bank Reconciliation Statement for November 2022.
- Minute 06/01/23 Financial Accounts (iii) Financial Report & Bank Reconciliation Statement for December 2022** - Full Council had agreed with the recommendation made by the Finance Committee and approved the Financial Report & Bank Reconciliation Statement for December 2022.
- Minute 07/01/23 Budget Report** - Full Council had agreed with the recommendation made by the Finance Committee and approved the Budget Report for April to September 2022.
- Minute 09/01/23 Financial Regulations** - These had been put before Council and amended.
- Proposed by Councillor J Whittaker and seconded by Councillor Stewart
- **It was resolved that the Clerk's Report be noted.**
- 05/04/23** **Audit Checks**
Members of the Committee picked various transactions to follow through the accounts:-
- (i) Bank receipt of £323 from Mr & Mrs Lisle for the Purchase of Exclusive Right and received on 13th January 2023.

- (ii) Bank payment of £222 made to George Tune & Son for Plants and Compost, approved on 7th January 2023 and paid on 10th January 2023.
- (iii) Bank receipt of £162 from Fields Funeral Service via Dignity Funerals for an Interment of Ashes and received on 3rd February 2023.
- (iv) Equals Card payment of £648 to X2 Connect Limited for Panes for Telephone Box on 16th February 2023.
- (v) Bank receipt of £60 from Grice & Hunter for Hanging Baskets and received on 21st March 2023.
- (vi) Direct debit payment of £35 made to EDF for Electricity on 20th March 2023.

All the relevant paperwork and associated documents were found to be correct.

Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that this be noted.**

06/04/23

Financial Accounts

(i) Financial Report & Bank Reconciliation Statement for January 2023

- The Clerk provided each member of the Committee with a copy of the Financial Report & Bank Reconciliation Statement for January 2023 for them to scrutinise. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the Finance Committee should make a recommendation to Full Council that it should approve the Financial Report & Bank Reconciliation Statement for January 2023.**

(ii) Financial Report & Bank Reconciliation Statement for February 2023

- The Clerk provided each member of the Committee with a copy of the Financial Report & Bank Reconciliation Statement for February 2023 for them to scrutinise. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the Finance Committee should make a recommendation to Full Council that it should approve the Financial Report & Bank Reconciliation Statement for February 2023.**

(iii) Financial Report & Bank Reconciliation Statement for March 2023

- The Clerk provided each member of the Committee with a copy of the Financial Report & Bank Reconciliation Statement for March 2023 for them to scrutinise. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the Finance Committee should make a recommendation to Full Council that it should approve the Financial Report & Bank Reconciliation Statement for March 2023.**

07/04/24

Budget Report

Councillors were provided with a copy of the budget report for April 2022 to March 2023, and the Clerk went through the figures in the report and answered any queries raised by councillors to do with variances between the budgeted and actual figures. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the Finance Committee should make a recommendation to Full Council that it should approve the Budget Report for April 2022 to March 2023 with some amendments as to how the precept and precept grant was shown.**

08/04/24

Annual Governance Statement - Assertions Review

The Clerk had provided each councillor with a copy of the Annual Governance Statement - Assertions Review, and the form was completed after careful discussion by members of the Committee.

Proposed by Councillor J Whittaker and seconded by Councillor Stewart
- **It was resolved that the Finance Committee should make a recommendation to Full Council that it approve the Annual Governance Statement - Assertions Review.**

09/04/23

Date, Time & Place of Next Meeting

The date, time and place of the next meeting of the Finance Committee will be confirmed by the Clerk in due course. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the information be noted.**

10/04/23

Closure of Meeting

The Chairwoman declared the meeting closed at 8.10 pm.