

## EPWORTH TOWN COUNCIL

### Minutes of a Meeting of the Finance Committee held on Monday, 30<sup>th</sup> May 2022, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth

- 01/05/22**      **Election of Chairman / Chairwoman**  
Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that Councillor Finch should be elected as the Chairwoman of the Finance Committee for the forthcoming year.**
- 02/05/22**      **Record of Members Present**  
The following councillors were present: Councillors Finch (Chairwoman), Stewart and J Whittaker.
- 03/05/22**      **Apologies for Absence**  
There were apologies, because all members of the Committee were present
- 04/05/22**      **Declaration of Interest & Dispensations**  
(i) There were no declaration of interest made.  
(ii) No dispensations had been granted.
- 05/05/22**      **Clerk's Report**  
**Minute 06/04/22 Financial Accounts (i) Financial Report & Bank Reconciliation Statement for March 2022** - Full Council had agreed with the recommendation made by the Finance Committee and approved the Financial Report & Bank Statement for March 2022.
- Minute 07/04/22 Budget Report** - Full Council had agreed with the recommendation made by the Finance Committee and approved the Budget Report for April 2021 to March 2022.
- Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Clerk's Report be noted.**
- 06/05/22**      **Audit Checks**  
Members of the Committee picked various transactions to follow through the accounts:-
- (i) Bank receipt of £25 from Beautiful You Salon for a Hanging Basket received on 1<sup>st</sup> April 2022.
  - (ii) Bank receipt of £25 from Little Harry's Clothing for a Hanging Basket received on 4<sup>th</sup> April 2022.
  - (iii) Bank payment of £5.18 made to Torne Valley Ltd for Shaft for Fork, approved on 5<sup>th</sup> April 2022, and paid on 7<sup>th</sup> April 2022.
  - (iv) Bank payment of £54.00 made to Epworth & District Agricultural Society for Trade Stand, approved on 1<sup>st</sup> March 2022 and paid on 19<sup>th</sup> April 2022.
- 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.**

**07/05/22**      **Financial Accounts**

The Clerk provided each member of the Committee with a copy of the Financial Report & Bank Reconciliation Statement for April 2022 for them to scrutinise. He pointed out that unfortunately he had overpaid to Scribe by 20p for the Accounts Software Licence and also that the balance on the Equals card brought forward from last year was £7.01 not £18.00. 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 Statement for April 2022.**

**08/05/22**      **Annual Governance & Accountability Return**

The Clerk had provided each councillor with a draft copy of the Annual Governance & Accountability Return for 2021 / 2022. He went through each box on the return, which also included looking at the asset register for the year ending 31<sup>st</sup> March 2022. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the information be noted.**

**09/05/22**      **Date, Time & Place of Next Meeting**

The next meeting of the Finance Committee is due to be held on Monday, 18<sup>th</sup> July 2022, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that the information be noted.**

**10/05/22**      **Closure of Meeting**

The Chairwoman declared the meeting closed at 7.43 pm.