



Loxwood Parish Council

Parish Council Finance Committee Meeting to be held in the Main Hall
North Hall on Tuesday 25th April 2022 at 7.30pm.

MINUTES

Ahead of the meeting Cllr Kelsey presented Cllr Colling with a retirement gift as Cllr Colling was stepping down from membership of the Council after over 12 years as a Parish Councillor.

F 01/2023 Attendance: Parish Councillors: Roger Newman (Chair); Rick Kelsey; Tony Colling; Annette Gardner; Jamie Lynch; James Hume. Jane Bromley Clerk.

No members of the public.

Apologies for absence Parish Councillors: Charles Todhunter.

Non- attendance: Parish Councillors Hannah Carey and Simon Bates.

F 02/2023 Declaration of Members' Interests: None.

F 03/2023 Approval of the minutes of the Finance meeting held on 14th November 2022. The Committee RESOLVED to approve the minutes as an accurate account of the meeting.

F 04/2023 Public Participation. No speakers

F 05/2023 ANNUAL RETURN 2022-2023:

5.1 APPENDIX 5.1 To review the working details for the Annual Return- The Councillors reviewed the working detail and had no queries.

5.3 APPENDIX 5.2 To note the outstanding balance on the PWLB statement; The Councillors noted the outstanding balance on the PWLB Loan statement as £28846.08

5.4 APPENDIX 5.3 To review the Fixed Asset Schedule as at 31st March 2022; The cost of the plaque for the Jubilee oak tree appeared to be missing from the asset schedule the Clerk would check whether it was included in the cost recorded for the Jubilee bench. The dog bins' location needs refreshing as locations are not now Farm Close or Plaistow Rd but the Onslow Pub and Station Rd junction. **ACTION Clerk**

5.5 APPENDIX 5.4 To note and approve in the positive if appropriate page 4 ANNUAL GOVERNANCE STATEMENT of the AGAR for 2022/2023 for Internal and External Audit. The Finance Committee RESOLVED to approve the Annual Statement and AGAR for 2022/2023 for the internal audit.

F 06/2023 APPENDIX 6a and 6b EAR MARKED RESERVES. To note the calculation of RESERVES AND EAR MARKED RESERVES as at 31st March 2023. The Finance Committee noted the Reserves.

F 07/2023 RISK ASSESSMENTS For the forthcoming year for review and approval if appropriate.

7.1 Operational and personnel Risk; An additional risk regarding office equipment was added to the risk assessment. RESOLVED AS approved.

7.2 Asset Management Risk; RESOLVED AS approved. Clerk to phone up BEAT to check the AED is still monitored by them.

7.3 Data Protection Risk; RESOLVED as approved.

7.4 Financial Risk. RESOLVED as approved.

F 08/2023 ACOOUNTS FOR PAYMENT: The Committee RESOLVED to approve for payment the PWLB Loan account £2559.14; WSALC Ltd Subscription 23/24 £561.46; and WSCC Biannual Payroll fees £40.80

F 09/2023 Date for next meeting to set the precept to be confirmed in due course to be held in November.

The meeting closed at 8.10pm