

**Minutes of the Finance, Administration & Policy Committee
held on
Tuesday 4 June 2024
commencing at 7.00pm
at the Springfield Centre, Springfield Boulevard, Springfield**

This meeting was open to the Public

Members Present

Cllr L Adura

Cllr T Fraser

Cllr D Kendrick - arrived 7.03pm

Cllr D Pafford

Cllr B Barton (Chair)

Cllr R Golding

Cllr K Kent

In Attendance

D Warner, Clerk to Council

01/24 Apologies for Absence

None

02/24 Declarations of Interest

None

03/24 Members of the Public Present

None

04/24 Appointment of Vice Chairperson

With Cllrs Golding and Pafford both nominated for the position, Committee resolved to appoint Cllr Golding as Vice Chairperson to May 2025.

05/24 Appointment of Lead Members

Committee decided not to appoint any Lead Members, the situation to be reviewed during the course of the year.

06/24 Minutes of the previous meeting

The minutes of the meeting held on 23 April 2024, having been previously circulated, were approved as a correct record and signed by the Chair.

07/24 Public Involvement – Deputations, Petitions and Questions

No members of the public made any representations in respect of the business on the agenda.

08/24 Parish Council Asset Register

Committee reviewed the updated Asset Register. Committee resolved to recommend the Asset Register to Council for acceptance.

09/24 Landscape Contract Earmarked Reserve

Committee noted that the grant received was higher than budgeted for. Committee resolved to commend to Council the Responsible Financial Officer's recommendation that £10,000.00 from the Landscape Grant be transferred to the Earmarked Landscape Equipment Reserves for the purchase of new Equipment.

10/24 2025-26 Parish Council Budget/Precept Level Consultation Letter

Committee noted that the Parish Council Budget/Precept Level Consultation letter is to be updated by the Chair of Committee, Parish Clerk and Responsible Financial Officer.

11/24 Income & Expenditure Report to 30 April 2024

Committee noted the Income and Expenditure report as at 30 April 2024.

12/24 Balance Sheet to 30 April 2024

Committee noted the Balance Sheet as of 30 April 2024.

13/24 BACS and Direct Debit payments to 30 April 2024

Committee noted the schedule of payments made to the 30 April 2024.

14/24 Date of Next Meeting

The next meeting will be held on Tuesday 3 September 2024.