

# SLAUGHAM PARISH COUNCIL

## FINANCE & POLICY

Meeting MINUTES 12<sup>th</sup> June 2024 at 6pm, Sports Pavilion, High Street, Handcross

Sally Mclean – Clerk to the Council Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk) Website: [www.slaughampc.co.uk](http://www.slaughampc.co.uk)

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**Present:** Cllr's Gary Marsh (chair), Eric Prescott and Bob St George

- F06/01/24**      **Apologies for absence** Cllr's David Dunn, Jane MacNaughton, Julia Elliott
- F06/02/24**      **Declarations of Interest:** None
- F06/03/24**      **Minutes of the meeting of Finance & Policy Committee – 9<sup>th</sup> May 2024**  
To receive and adopt the minutes. Cllr's Prescott, St George
- F06/04/24**      Adjournment for questions from the public: The Committee is to consider whether to adjourn the Meeting in accordance with Clause 1(d) of Standing Orders, in order to receive questions from members of the public. None
- F06/05/24**      **Income and Expenditure for Year Ending 31 March 2024:** To consider and agree the final income and expenditure figures for the year ending 31 March 2024 and agree to recommend it to Council for approval and adoption. APPROVED RESOLVED Cllrs Marsh, Prescott
- F06/06/24**      **To consider the Internal Audit Report:** The Committee is asked to consider the Internal Audit Report including any audit findings for action and agree to recommend it to Council for approval. APPROVED RESOLVED Cllrs, Prescott, St George
- F06/07/24**      **Annual Accounts 2023/24: The Committee is asked to consider and agree that the Annual Governance and Accountability Return for the year ending 31 March 2024 accurately presents the financial management of the Council as required by the Accounts and Audit Regulations 2015 (Annual Governance and Accountability Return 2020/21 attached) and agrees to recommend them to Council for approval and adoption as follows:**
- F06/08/24**      **To agree Section 1: The Annual Governance Statement 2023/24**  
RECOMMENDATION: The Committee agrees to recommend the Annual Governance Statement 2021/2022 to Council for approval and adoption. APPROVED RESOLVED Cllrs, Prescott, St George
- F06/09/24**      **To agree Section 2: The Accounting Statement 2022/23**  
RECOMMENDATION: The Committee agrees to recommend the Accounting Statement 2022/2023 to Council for approval and adoption. APPROVED RESOLVED Cllrs, Marsh, St George
- F06/10/24**      **To agree the period of the public's right of inspection will be Friday 28<sup>th</sup> June 2024 to Friday 9<sup>th</sup> August 2024** (*The accounting records for the financial year to which the audit relates must be made available for inspection by any person interested, during a period of 30 working days set by the smaller authority and including the first 10 working days of July.*) RECOMMENDATION: The Committee agrees to recommend the period of public inspection of the accounts to Council for approval and adoption. APPROVED RESOLVED Cllrs, Prescott, Marsh

**F06/11/24 Members are asked to consider the following documents:**

- NALC have published the latest edition of the model financial regulations (attached).  
[NALC publishes updated Model Financial Regulations for local councils - News](#)

**The Clerk to reissue recommendations and coordinate a meeting to review.**

- NALC has published the Joint Panel on Accountability and Governance (JPAG) 2024 edition of the Practitioner's Guide :- [NALC publishes the 2024 edition of the Practitioners' Guide - News](#).
- It applies to the Annual Governance and Accountability Returns (AGAR) regarding financial years commencing on or after 1 April 2024.
- The main changes to the guide from last year are:

- Strong encouragement for Parish and Town Councils to use gov.uk domains for websites and emails.

This is in progress alongside the new website and hosting

- Recommendation that Parish and Town Councils publish their full internal audit report on their website alongside their AGAR.

This is already in place.

**F06/12/24** To review the Council's Asset Register (attached)  
The current register is an excel spreadsheet. This does include a depreciation value. The Clerk was instructed to review the RBS Asset Register application tool, that will include this and other features that will streamline the administration of the Council's assets.

**F06/13/24** To review the Councils Risk Management Scheme and Internal Controls. NOTED  
**The Clerk to reissue the documentation and coordinate a meeting for review .**

- Under legislation Council to consider protection of risk management for accounts holding more than 85k Flagstone [www.flagstoneim.com](http://www.flagstoneim.com)

**The Clerk to reissue ahead of the next meeting for review.**

**F06/14/24** **To consider budget movements to include EMR – APPROVED RESOLVED Cllrs**  
Marsh, Prescott  
1.1. Knapes Field - £5000  
1.2. Warninglid Allotments - £5000  
1.3. Warninglid Fencing - £5000  
1.4. Handcross Allotments - £5000

**F06/16/24** **Matters that members' wish to raise for future discussion –**  
The Clerk to include £5000 to the Asset's EMR

**Date of Next Meeting:**

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