

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

S Endersby

Admin Assistant

21 November 2022

The Bounty
Godstone Green
Godstone, Surrey
RH9 8DY

Telephone/Fax: 01883 744209

AGENDA

Members of the Finance Committee are summoned to a meeting of the Finance Committee of Godstone Parish Council on **Friday 25 November 2022 at 9.30am.**

S Endersby - Clerk to Godstone Parish Council

- 1. Apologies for absence**
- 2. Declaration of Interest**
- 3. Minutes of previous meetings held on 19 July 2022 and 20 December 2021**
- 4. Parish Council Procedures Audit**
 - 4.1 Insurance Cover
 - 4.2 Financial Risk Assessment, including Deposit Protection Limits – Annual Review
 - 4.3 Financial Regulations - To review regulations and agree any changes
 - 4.4 Asset Register
 - 4.5 Business Continuity Plan
 - 4.6 Review of Current Direct Debits/Standing Orders
- 4 AGAR - Financial Year 2021-2022**
 - 4.1 **External Auditor** - Note report and conclusion
- 5 Interim Internal Audit – Financial Year 2022-2023 –** Note receipt of report and consider recommendations of Interim Internal Audit 2022-2023 and agree any changes in view of audit comments.
- 6 Financial Position – General Review (year to date 2022-2023)**
 - 6.1 Review of General Reserves
 - 6.2 Review the latest receipts and payments report; agree any virement.
 - 6.3 Review Designated Funds and Restricted Funds and to note current balances
 - 6.4 Consider estimated carry forward for general funds at 31 March 2023
- 7 Grants** - Continuous Grants and other Grants to date; Terms and Conditions and Awarding Policy
- 8 Review of fees and charges for 2023/24**
 - 8.1 Burial Grounds, Allotments, Wayleaves/Easements and Garden Plot Licenses
 - 8.2 Use of Godstone Green and Blindley Heath
- 9 Annual review of staff salaries, Pensions and Councillor Allowances (Confidential)**
 - 9.1 Salaries and Pensions
 - 9.2 Chairman's Allowance - Review and set allowance for 2023/2024
- 10 Budget for the year 1 April 2023 - 31 March 2024**
 - 10.1 Prepare and agree budget for the financial year 1 April 2023 - 31 March 2024
 - 10.2 Consider the preparation of a 3-year budget Plan
- 11 Agree Precept for the year 1 April 2023 - 31 March 2024** - to recommend to the Parish Council at the Parish Council meeting on 5 December 2022 for approval.
- 12 Date of next meeting** - Confirm the date of the next meeting

Part 2 – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.