

HAYDON WICK PARISH COUNCIL

Minutes of the Finance & Policy Committee of Haydon Wick Parish Council held on Tuesday 23rd January 2024 at 19.00 at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE

MEMBERS:	Councillors: V Manro (Chair), A Roupelis (Vice Chair), S Fateru, C Flux, J Fuller, R Hailstone, S Heyes, J Jackson, O Munagala, B Patrick-Okoh and R Worman
OFFICERS:	Georgina Morgan-Denn, Chief Officer/Clerk & RFO Jodie Smart, Finance Officer, Deputy RFO Julie Coe, Meetings Administrator
ALSO IN ATTENDANCE	Councillor P Park

FP 112 APOLOGIES
Apologies were received and noted from Councillor S Fateru (work commitments). No apologies were received from Councillor C Flux.

FP 113 DECLARATIONS OF INTEREST
There were none.

FP 114 PUBLIC PARTICIPATION
There were none.

FP 115 CHAIRMANS ANNOUNCEMENTS
Chair wished all a Happy New Year and advised committee that the Administrator had served notice and was moving on to a new role, one months' notice has been received and accepted.

FP 116 MINUTES OF THE PREVIOUS MEETING
Members reviewed the minutes of Finance and Policy Committee held on Tuesday 21st November 2023 and agreed they were a true record.
Proposed: Councillor J Fuller Seconded: Councillor J Jackson
Vote: Agreed Unanimously
Resolved: To confirm as a true record the minutes of meetings held on Tuesday 21st November 2023 and the Chairman signed the minutes.

FP 117 COUNCILLOR REPORTS – *chair advised committee to defer to the Full Council meeting to be held directly after to avoid repetition.*

FP 118 CHIEF OFFICER'S REPORT
Nothing to report.

FP 119 FINANCIAL REPORTS
FP 0119A Members noted the Income & Expenditure reports for Month 9 (December).
FP 0119B Members considered and noted the bank statements and reconciliations for December 2023.
FP 0119C Members discussed and approved December 2023 and January 2024 expenditure under purchase daybook references 3193-3251 and cashbook reference 355. The total for approval is £89,615.47.
Proposed: Councillor S Heyes Seconded: Councillor R Worman
Vote: Agreed Unanimously.
RESOLVED: To approve expenditure under purchase daybook references 3193-3251 and cashbook reference 355. The payments total is £89,615.47.

FP 119D Members discussed and retrospectively approved the payments for the credit card and petty cash totaling £2352.12 and £2.88 respectively.

Initials: _____

Proposed: Councillor J Jackson

Seconded: Councillor A Roupelis

Vote: Agreed Unanimously.

RESOLVED: To retrospectively approve the payments made using the credit card and petty cash totaling £2352.12 and £2.88 respectively.

Councillor O Munagala joined the meeting at 19.12.

FP 120

INTERNAL AUDIT

Committee noted the findings of a good first audit visit with only minor minute issue on dates to be rectified. Next visit is at the end of February.

FP 121

QUARTER THREE BUDGET REVIEW

It was explained the new colour coding makes the report easier to read. Currently quarter three shows under budget for expenditure, any monies available will help the General Reserve levels.

FP 122

BUDGET SETTING 2024/25

Committee reviewed the report detailing the budget setting for 2024/2025. It was noted that Ear Marked Reserves are being used for projects next year to soften the expenditure and precept needed. Members acknowledged it was a balanced budget for a progressive and growing council. The budget has accommodated a lot of the Council's aspirations for the coming financial year. After discussion it was agreed to recommend to Full Council to set the budgets as per the document presented with a resulting precept of £1,157,103.00 for financial year 2024/25. The resulting increase on a Band D household is an annual increase of £20.21.

Proposed: Councillor B Patrick-Okoh

Seconded: Councillor O Munagala

Vote: Agreed Unanimously.

RESOLVED: It was resolved to recommend to Full Council to set the budgets as per the document presented with a resulting precept of £1,157,103.00 for financial year 2024/25. The resulting increase on a Band D household is an annual increase of £20.21.

The Meeting Closed at:

Chairman Signed:_____

Initials: _____