

CUCKFIELD PARISH COUNCIL



Finance and General Purposes Committee Minutes of a Meeting held at 8.30pm on 4th June 2020

Present: Mrs F Laing (Chair), Mr A Burton, Mrs A King, Mr S Oversby-Powell and Mr A Symonds

In Attendance: Mrs J Butler and Mrs S Heynes (Clerk)

FGP03 To receive apologies for absence

Cllr Dickie did not join the meeting.

FGP04 To receive declarations of interest from Members in respect of any matter on the agenda

None.

FGP05 To confirm the minutes of the meeting held on 17th December 2019

The minutes of the meeting of the 17th December 2019 were taken as read and confirmed as a true record.

FGP06 To note the F&GP Action List

Noted.

FGP07 To consider the Council Budget Year to Date and Reserves

Council reviewed the year to date expenditure and reserves and accepted the reports.

FGP08 To receive and consider the Internal Auditor's report

Council accepted the report. The Clerk advised that the office had transferred the booking system onto the same platform as the finance system, contrary to what had been reported, and had advised the Internal Auditor of this.

FGP09 To consider the effectiveness of the Council's Internal Audit and Internal Control Procedures and Audit plan for recommendation to Full Council on 9th July 2020

Council reviewed both reports and accepted with no changes recommended.

FGP10 To consider the Year End Accounts and Annual Return for 2019/20 for approval at Full Council

Committee resolved to recommend the Annual Return for approval at Full Council.

FGP11 To approve the Bank Reconciliations to 31st May 2020

The bank reconciliation statements were accepted and signed off. The Clerk was instructed to circulate the terms of the Public Works Board Loan and to review the interest rate payable and whether any early repayment fees were applicable.

FGP12 To note matters arising after the preparation of the agenda, which the Chairman agrees to take as urgent.

None.

Meeting closed at 9.00pm.

Signed _____