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## FINANCE & GOVERNANCE COMMITTEE

**The next meeting of the Finance & Governance Committee of Purley on Thames Parish Council will be held in the Parish Office, Goosecroft at 7.00pm on Thursday 9 February 2023 for the purpose of transacting the following business.**

(Members of the public are invited to attend the meeting save in respect of that part of the meeting in which any confidential business identified is addressed )

Clerk to the Council

2 February 2023

## AGENDA

### Part I

**F & G 23/11 APOLOGIES FOR ABSENCE**

**F & G 23/12 DECLARATIONS OF INTEREST**

### *Resolution to Suspend Standing Orders*

**F & G 23/13 PUBLIC FORUM** – *statements or questions from members of the public limited to five minutes per person, up to a maximum of 20 minutes.*

### *Resolution to Reinstate Standing Orders*

**F & G 23/14 MINUTES** – of meeting dated 5 January 2023 to be approved as circulated.

**F & G 23/15 MATTERS ARISING** (not on the agenda)

### **F & G 23/16 CLERK'S REPORT**

- A. Annual accounts return.
- B. Bank Reconciliation as at 31 December 2022
- C. Income & Expenditure accounts as at 31 December 2022.
- D. Budget Figures as at 31 December 2022
- E. Reserves.
- F. Legal & audit matters including lease and contract renewals.
- G. Action log update.
- H. Direct Debit List for December 2022
- I. Annual Risk Assessment
- J. Asset register

**F & G 23/17 CHAIRMAN'S REPORT**

**F & G 23/18 RESOLUTIONS:**

<b>Resolution F &amp; G 23/18-01</b>	<b>To recommend to Council at its next meeting that an annual review of all appropriate fees and charges is undertaken as part of the budget setting process by each committee and by Council.</b>
<b>Resolution F &amp; G 23/18-02</b>	<b>To book a remote appointment with Rialtas to complete pre end of year checks.</b>
<b>Resolution F &amp; G 23/18-3</b>	<b>To approve the 2023-24 budget and precept information being placed on the Parish Council website.</b>
<b>Resolution F &amp; G 23/18-4</b>	<b>To adopt, and recommend to the Parish Council to adopt, the Internal Auditors report dated 18 January 2023 and carry out recommendation 2 and 3 from the report, recommendation 1 having been completed.</b>

#### **F & G 23/19 MEMBERS' ITEMS FOR THE NEXT MEETING**

Members are asked to give the Clerk items for the meeting Agenda 14 days before the next meeting.

**F & G 23/200 DATE OF NEXT MEETING:**

9 March 2023

(The meeting will then be closed and members of the Press and Public asked to leave by the Chairman and any confidential business will then be conducted)