Thursday 19 January 2023

*You are hereby summoned to attend a Finance Committee Meeting of Mellor Parish Council,*

*for the purpose of transacting the under-mentioned business on*

***THURSDAY 26 JANUARY 2023 at***

***Fellowship Room, Mellor Methodist Church***

*commencing at 7.00 p.m.*

Local Government Act 1972

**MELLOR PARISH COUNCIL FINANCE COMMITTEE**

**AGENDA**

1. **To appoint a Chairman for the Meeting**
2. **To receive and approve apologies for absence**
3. **To receive declarations of pecuniary or personal interest**
4. **To accept & approve the Minutes of Mellor Parish Council Finance Committee Meeting held on 27 October 2022**
5. **Any Matters arising from those Minutes FOR INFORMATION ONLY**
6. Members to note that, whilst Finance Committee Meeting 27.10.22 approved new Terms & Conditions for joint Finance & Assets Committee, this has not been approved by Council, due to Staff & Councillor resignations
7. **Financial Matters and Accounts To approve: Bank balances £47,726.58** **+ £26,094.41 MVH Floor fund + £1,218.15 Scholarship Fund**
8. **To consider & approve Mellor Current Account Bank Reconciliation to date** (attached as Cashbook)
9. **To consider and approve recommendations to Council for responsibility and actions to request changes to bank mandates for Lloyds Bank & NSI (Scholarship) Account.**  Members to note that Charity Commission update for the Scholarship Fund to 31.03.2022 has been submitted
10. **To consider and approve any recommendations to Council for appointment of Internal Auditor**
11. **To consider and recommend to Council contact and responsibility for Annual Governance & Report (AGAR)** current contacts with PKF Littlejohn are Clerk & Cllr. Marsden
12. **To consider & approve; Invoices for payment since 12.01.23**
13. **Easywebsites monthly DD for support £33.60 DIRECT DEBIT**
14. **Net salary Clerk January inc backpay £ 942.00**
15. **HMRC PAYE for January TBA**
16. **Clerk’s expenses to date £100.00 approx. details TBC**
17. **Potentially Invoice for Share Energy**
18. **Potentially invoice for MVH Floor**
19. **To consider & recommend to Council the process for Internet Banking policy, with any changes this means for Financial Regulations and Standing Orders.** Attached Draft papers regarding this item.
20. **To consider & recommend to Council any alterations to Budget 2022.23** Existing approved Budget attached, with Actual Cashflow
21. **To consider any Land Registry update and actions needed with any budget for this** Members to note this has not been actioned due to Staff resignations
22. **Matters brought forward by members and Staff FOR INFORMATION ONLY**
23. **Clerk / RFO will give a final report on financial matters**

Teresa Taylor (Parish Clerk & Responsible Finance Officer)