

Cayton Parish Council

Minutes of Finance Committee meeting held Tuesday 21st November 2023, 10.30 am at The Jubilee Hall, Main Street, Cayton

Present: Cllr Bentley (Chair) Cllr Hall, Cllr Liley ,Cllr Swiers

1. **Notice of Meeting:** It was **RESOLVED** that public notice of the meeting has been given in accordance with Schedule 12, para 10(2) (b) of the Local Government Act 1972.
2. **Apologies:** Cllr Hurst apologies accepted due to illness
3. **Declaration of interests and dispensations requested:** Cllr Liley & Cllr Swiers in relation to matters for the Jubilee Hall
4. **Minutes:** minutes of 11th October 2023 were accepted as a true record and forwarded to Full Council. There is no requirement to produce minutes for the inquorate finance meeting on the 15th November 2023
5. **To receive verbal reports from Councillors attending if required** – None
6. **Bank Reconciliation, Receipts, Payments**
 - a. It was **RESOLVED** to accept the Clerks overtime from October/November and the November schedule of payments was approved for Full Council. It is noted that there will be an amount of back pay due to the Clerk for the National pay scale increase.
 - b. No requirement for transfer of funds at this time, bank reconciliations received
7. **Banking** – Cllr Swiers tried unsuccessfully for two hours to get through to Barclays to discuss their latest requirement for information – this is information already sent and is a national issue. Cllr Swiers has also visited branch and was unable to deal with the issue there either. The Unity account is set up in the main and just the access to sort out.
8. **Budget** – The Clerk presented a draft of the draft budget to the meeting. Cllr Swiers enquires re yearly checks on playgrounds by NYC / SBC and the Clerk reports that only once has she received a report and that was last year when chased for it , this is not something that we have paid for in the past but she would ask Matthew Smart for the report. The Clerk has asked for anything else to be considered for the budget to be sent to her.
9. **Finance Committee terms** – Cllr Bentley reports that from his training the Finance Committee should authorise payments and just report to full council with delegated authority to approve payments up to a certain amount and he would like to see that implemented here as it does exist in the terms of reference and it is common for a committee to have delegated powers. He feels that the committee is operating as an advisory one at this time.. Cllr Swiers relayed concerns that only 5 of potentially 9 Councillors, and on some occasions only 3 of 9 Councillors would be making decisions as a whole council if that occurred. Cllr Liley echoed this with concern if only 3 Councillors are present and 1 disagrees.

It was **RESOLVED** that the Clerk would approach YLCA/NALC and other Clerks to ascertain if the changes are viable and report to January Full Council
10. **Time and Date of next meeting** – Tuesday 5th December 2023 at 10.30am

Signed Chairman of Finance Committee: _____

Date: _____