

**METHWOLD PARISH COUNCIL**

Finance Meeting

Tuesday 11<sup>th</sup> June 2024 at 2.00pm in the 21 Room

Cllr. M French, Cllr. T Grassick, Cllr. F Riches, Cllr. T Thomas, Cllr. J O'Ware  
Clerk/RFO

The Chairman welcomed all to the meeting.

1. Apologies received from Cllr. R Minkler, Cllr. B Horton.
2. Cllr. F Riches proposed to accept and approve the minutes of the meeting held on January 22nd, 2024, Cllr. T Grassick seconded – Approved – Cllr. J O'Ware abstained.
3. Current Financial position as of 30th May 2024  
The amount in the current account at the end of March 2024 was £5,217.14  
Precept £73,390.84 for 2024/25 was paid into the current account in April 2024.  
CIL payment of £8,776.16 was received 22<sup>nd</sup> April 2024, this has been moved into the Grants and Donations account.  
£14,503.00 Section 106 funds have been transferred from the Grants and Donations account to cover the cost of the outdoor gym equipment, picnic tables and new benches on the recreation ground. The VAT will be claimed back and paid into the current account.  
£950.00 has been received from Zurich Insurance towards the cost to repair the RAF War memorial, the insurance company will try to reclaim the £150.00 excess, from the person who destroyed the memorial.
4. Bank Reconciliation for May 2024

Current Account	£ 62,062.17
Grants & Donations Account	£ 63,438.85
Premium Account	£ 30,070.63
Emergency Account	£25,481.65
Total	£181,053.30
5. The updated approved Budget for 2024/25 was discussed.
6. A request for the £12,000.00 Support Grant has been received from Methwold Hall Complex Charitable Trust, Cllr. J O'Ware proposed to recommend to full council full payment of the Support

Grant, Cllr. T Thomas seconded – Agreed

7. Internal Auditor's report – Cllr. F Riches proposed to recommend to accept to full council, Cllr. T Grassick seconded – Agreed
8. Annual Governance Statement 2023/24 – Cllr. T Grassick proposed to re4commend to accept to full council, seconded by Cllr. F Riches – Agreed
9. Accounting Statement 2023/24 – – Cllr. T Grassick proposed to re4commend to accept to full council, seconded by Cllr. F Riches – Agreed
10. Cllr. J O'Ware agreed to become the Internal Audit Control Officer for the coming year
11. Cllr. T Thomas, Cllr. T Grassick and Cllr. R Minkler agreed to become additional bank signatories – Clerk to contact Barclays.
12. Annual CIL Report 1st April 2023 to 31st March 2024 – already circulated.  
CIL Report has £6,672.49 earmarked for toilet project, and £4,466.46 earmarked for village hall maintenance /improvements but these earmarked funds can be moved to another project if the parish council decide to do this.  
Discussion regarding the proposed toilets on the recreation ground, several councillors are concerned about anti-social behaviour and the group suggested that the toilet project should be stopped, this will be recommended to the parish council.  
There is also a £1740.70 donation in the Grants and Donations account from the craft fairs and a separate £900.00 from the Fete Fairies which is earmarked for future parish council events on the recreation ground.  
The earmarked funds £6672.49 could be used towards speed monitoring survey, this use has been confirmed by the CIL Officer.
13. Grant Awarding Policy for MPC? - Policy to be circulated but clause added to cover the Support Grant for the Trust.
14. Any other business  
The Biodiversity Group will require funding for this project and it was suggested the working group is given a budget, this will be for items such as bat boxes, bird boxes etc. The group will be able to let the parish council know the amount required at the July parish council meeting (agenda item).
15. To make recommendations to full council for approval  
To approve Transfer of Support Grant to Methwold Hall Complex Charitable Trust  
To approve the Internal Auditor's report and consider recommendations  
To approve 2023-24 Annual Governance Statement  
To approve 2023-24 Accounting Statement

To approve the Annual CIL Report 1st April 2023 to 31st March 2024

16. To receive further reports/items for the next agenda  
Grant awarding Policy – for discussion and any amendments  
Financial Regulations – agree updates received from Norfolk ALC.  
Financial Reserve Policy
17. Date of next meeting – Tuesday 30<sup>th</sup> July 2024 at 10.30am in the 21 Room

Meeting ended at 3.30pm

DRAFT