

# Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

## Clerk to the Parish Council

S Endersby

## Admin Assistant

19 November 2021

The Bounty  
Godstone Green  
Godstone, Surrey  
RH9 8DY

Telephone/Fax: 01883 744209

## AGENDA

Members of the Finance Committee are summoned to a meeting of the Finance Committee of Godstone Parish Council on **Wednesday 24 November 2021 at 6pm.**

S Endersby - Clerk to Godstone Parish Council

- 1. Apologies for absence**
- 2. Declaration of Interest**
- 3. Minutes of the meetings held on 29 January 2021, 23 June 2021 and 20 July 2021**
- 4. Parish Council Procedures Audit**
  - 4.1 Insurance Cover
  - 4.2 Financial Risk Assessment, including Deposit Protection Limits – Annual Review
  - 4.3 Financial Regulations - To review regulations and agree any changes
  - 4.4 Asset Register – Update on Review
  - 4.5 Business Continuity Plan
  - 4.6 Review of Current Direct Debits/Standing Orders
- 4 AGAR - Financial Year 2020-2021**
  - 4.1 **External Auditor** - Note report and conclusion
- 5 Interim Internal Audit – Financial Year 2021-2022 –** Note receipt of report and consider recommendations of Interim Internal Audit 2020-2021 and agree any changes in view of audit comments.
- 6 Financial Position – General Review (year to date 2021-2022)**
  - 6.1 Review of General Reserves
  - 6.2 Review the latest receipts and payments report; agree any virement.
  - 6.3 Review Designated Funds and Restricted Funds and to note current balances
  - 6.4 Consider estimated carry forward for general funds at 31 March 2022
- 7 Grants** - Continuous Grants and other Grants to date; Terms and Conditions and Awarding Policy
- 8 Review of fees and charges for 2022/23**
  - 8.1 Burial Grounds, Allotments, Wayleaves/Easements and Garden Plot Licenses
  - 8.2 Use of Godstone Green and Blindley Heath
- 9 Annual review of staff salaries, Pensions and Councillor Allowances (Confidential)** – If applicable following meeting of Monday 22 November 2021
  - 9.1 Salaries and Pensions
  - 9.2 Chairman's Allowance - Review and set allowance for 2022/2023
- 10 Budget for the year 1 April 2022 - 31 March 2023**
  - 10.1 Prepare and agree budget for the financial year 1 April 2022 - 31 March 2023
  - 10.2 Consider the preparation of a 3-year budget Plan
- 11 Agree Precept for the year 1 April 2022 - 31 March 2023** - to recommend to the Parish Council at the Parish Council meeting on 6 December 2021 for approval.
- 12 Date of next meeting** - Confirm the date of the next meeting

**Part 2** – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.