

Finance Advisory Group Meeting 25/04/2025 Notes.

1. Update from Auditors received regarding complaints from a local parishioner. No major issues, points highlighted were either being dealt with or had been done. Anticipate AGAR being signed off and a small additional fee expected (which has been budgeted for).
2. Invoices examined for the fourth quarter:
 - Invoice 101 dated 10/01/2025, £6.55 (Revolut)
 - Invoice 106 dated 10/01/2025 £819.00 (Top Cut).
 - Invoice 114 dated 06/02/2025 £250.00 (Grant Marshal)
 - Invoice 113 dated 06/02/2025 £336.00 (Dominic Hudson)
3. Fourth Quarter of HPC balance v actual examined – no issues.
4. Reconciliation against bank statements for fourth quarter examined and no issues found.
5. Year end budget v actual looked at.
 - £55,939 Budget, £57,003 Actual
 - Main difference was £9,950 cost to rebuild Patio Wall (money transferred from reserves) & Allotment track repair £1,452 (money also transferred from reserves.
 - £400 to be transferred from general reserves to restricted funds (to cover defibrillator maintenance).
6. Year end bank reconciliation checked and approved.
7. Internal Auditor report for 2024-2025 not available due to change of auditor. Meeting with Internal Auditor resulted in report to be available in May, to be presented to P.C. at June meeting. This will require a Finance Group meeting to review which has been set for 22nd May.
8. AGAR for 2024-5 not available.
9. Restricted funds examined and to be increased by £400 (see point 5).
10. Risk Schedule has been prepared and reviewed. Additions include Co-option Elections and Clerk illness /resignation
11. CIL report was reviewed and can now be issued so that PC can approve expenditure from last year.
12. Agreeing and signing of bank signatory forms for additional councillors deferred until next meeting.
13. No further update available.

14.A.O.B.: Clerks pension to be set up and council to approve. (needs to show in P.C. minutes)

Date of next meeting: 22nd May 2025