

- The nearest HSBC branch was in Taunton;
- HSBC had started to apply a £5 monthly charge.

It was noted that Lloyds Bank could provide a community account free of charge. Best practice required a separate Mayoral account for any funds raised for Mayoral charities.

2022/17 APPOINTMENT OF TASK & FINISH GROUPS

Committee considered setting up a Policy Review Task & Finish Group.

Proposed: Cllr Baker
Unanimous

Seconded: Cllr Carnell

RESOLVED:

- To appoint a Policy Review Task & Finish Group;
- That Cllr Baker, Cllr J Kenton and Cllr Richter be appointed to sit on it.

The Grants Officer would organise the first meeting.

022/18 FINANCIAL MATTERS

(a) First Quarter Financial Report – Committee noted the First Quarter Financial Report. The following issues were raised:

- The various coding issues be resolved and amended;
- Concern was expressed that the new energy prices obtained were high and should be reviewed bearing in mind the planned investment in additional solar panels and battery storage;
- That support be requested to maximise reduce energy costs;
- That the Guildhall Bar Franchise status be reviewed;

Proposed: Cllr Baker
Unanimous

Seconded: Cllr Brown

RESOLVED that the Officers undertake further research into potential energy efficiencies and improvements for the Guildhall.

Signing off the monthly financial records:

Proposed: Cllr A Kenton
Unanimous

Seconded: Cllr Baker

RESOLVED

- To appoint Cllr Richter and Cllr Brown to sign off the monthly bank reconciliations up until October 2022;
- That two other Councillors be appointed to sign off the monthly bank reconciliations from November onwards at the next Finance & Audit Committee meeting to be held on 25th October 2022.

- (b) **Internal Audit Report** – Committee noted the Internal Audit report for 2021/22 and the Internal Audit programme for 2022/23.

Committee deferred consideration of the 2021/22 Action Plan until its next meeting to be held on 25th October 2022.

- (c) **Change of Banking Provider** – Committee considered the report and recommendation to move the Town Council’s banking arrangements.

Proposed: Cllr Baker
Unanimous

Seconded Cllr A Brown

RESOLVED to switch the Town Council’s bank account from the Co-op Bank to Lloyds Bank.

- (d) **Signing Off Accounts** – Committee considered the appointment of two members to sign off the monthly accounting statements.

Proposed: Cllr J Kenton
Unanimous

Seconded: Cllr Baker

RESOLVED to appoint Cllr Brown and Cllr Richter to sign off the monthly accounting statements up to October 2022 and to review this at its next meeting on 25th October 2022.

- (e) **Annual Civic Awards Policy** – Committee considered the development of an Annual Civic Awards policy.

Proposed: Cllr Richter
Unanimous

Seconded: Cllr Brown

RESOLVED to agree to assign the development of a Civic Awards Policy to the Policy Review Task & Finish Group and request that a policy is developed as a priority.

- (f) **Training** – Committee considered the request from the Town Clerk to attend the annual SLCC National Conference on 2nd and 3rd November 2022. The Cost would be £385 + VAT and would be funded from cost code 101/4008.

Proposed: Cllr Baker
Unanimous

Seconded: Cllr Carnell

RESOLVED

- That the Town Clerk be given permission to attend the National Conference;
- That feedback from the event be shared with all Members at the Full Council meeting to be held on 14th November 2022;
- That Chairmanship training for all Councillors be arranged.

2022/19 GRANT SUB-COMMITTEE

- (a) **Grant Applications** – Committee noted the Grants Sub-Committee report and recommendations.

Proposed: Cllr Richter
Unanimous

Seconded Cllr Carnell

RESOLVED that the following grants be awarded:

- The Hub South Chard: Awarded a grant of £1,000;
- Inner Wheel Club of Chard: Awarded a grant of £465;
- Nightingale: Awarded a grant of £750 subject to the conditions agreed.

2022/20 COMMITTEE MATTERS

- (a) **Action Plan Report** – Committee noted the Action Plan report but agreed to defer identifying Committee priorities until it was clarified which items would be the responsibility of the Finance & Audit Committee.
- (b) **MTIG/Climate Change Project Plan Update** – Committee received the update on the progress of the various projects being undertaken.

2022/21 DATE OF NEXT MEETING

- (a) Committee noted that the next meeting of the Finance & Audit Committee would be held on Tuesday 25th October 2022 in the Guildhall, Fore Street, Chard TA20 1PP commencing at 7pm.
- (b) Committee agreed to include the following items on the next agenda:
- An update on accounting codes;
 - Appointment of signatories to sign off the monthly Bank Reconciliations.

2022/22 CONFIDENTIAL MATTERS

There were no confidential items to consider.

There being no other business the Chair thanked committee members for their attendance and closed the meeting at 20.01.

CHAIR:

DATE: