

Sonning Common Parish Council

Minutes of the meeting of the FINANCE COMMITTEE held on Wednesday 16 June 2021 at 18.15 in the Village Hall.

Participating: Mr Cann, Mr Howe, Mrs Lewis, Mr Rawlins, Mr Settle, Mr Stoves and Mr Collings (RFO)

F22/022 Election of Chairman and Vice-Chairman - Mr Cann proposed that Mr Stoves be elected as Chairman. This was seconded and agreed unanimously. Mr Stoves then took the chair and proposed Mrs Lewis as Vice-Chairman. This was seconded and agreed unanimously.

F22/023 Apologies for absence – none.

F22/024 Declarations of Interest - none.

F22/025 Public Question Time – none present.

F22/026 Reconciliation of Accounts at 31 May 2021 – presented and approved.

F22/027 Review of Financial Information as of 31 May 2021 - presented, discussed and approved.

F22/028 Accounts for payment: The following accounts for payment were reviewed and their payment was then authorised. Amounts and details relating to individuals have been concatenated for privacy:

June 2021 FC MEETING DOCKETS LIST

		Personnel Costs	9996.54
2022-051	UB2038	Active Risk Management	367.00
2022-052	UB2039	Active Risk Management	215.00
2022-053	UB2040	Auditing Solutions Ltd	1,080.00
2022-054	UB2041	Aurora	3,477.00
2022-055	UB2042	Blakedown Sport & Play	182,865.60
2022-056	UB2043	Bowak	72.83
2022-057	UB2044	Cornerstone Barristers	17,580.00
2022-058	UB2045	Designs for Lighting	930.00
2022-059	UB2046	E T Planning	5,124.00
2022-060	UB2047	Heights Tree Care	1,764.00
2022-061	UB2048	Mr Fix-It	505.00
2022-062	UB2049	Mr Fix-It	340.50
2022-063	UB2050	Parish Council Website	750.00
2022-064	UB2051	Parish Council Website	15.00
2022-065	UB2052	Oxfordshire Youth	65.00
2022-066	UB2053	Penny Snowden Consulting	1,000.00
2022-067	UB2054	Peppard Building Supplies	11.59
2022-068	UB2055	Peppard Building Supplies	16.25
2022-069	UB2056	R W Butler Garden & Paddock Services	2,640.00
2022-070	UB2057	Stuart Michael Associates	594.00
		Total:	229,409.31

F22/029 Internal Audit report for 2020/21 was discussed and recommended for approval by full council on 21 June. It was noted that the situation is much improved. It was agreed the Mr Settle should become the member to review bank reconciliations. The practicality of the recommendation to upgrade the system to Omega during the year will be explored and reported on.

F22/030 The proposed AGAR (Annual Governance and Accountability Return) proposed submission package was reviewed and approved prior to full council review on 21 June.

F22/031 Banking: It was resolved to add Mr Howe to the signatories as an authoriser of payments and Sara Underwood as one able to post items for payment only.

F22/032 Donations it was resolved to recommend to full council donations of £2k to FISH, £720 to SC Primary School and £2374 to SC Youth Club – all for activities around post lockdown.

F22/033 To set Quarterly Review dates to end 2021/22 FY – deferred to July.

F22/034 Matters for future agendas.

Meeting closed at 19.10. Next Meeting: Wednesday 14 July 2021

Chairman: Dated: