**Chidham & Hambrook Parish Council**

6 Woodlands Park Main Road Yapton Arundel BN18 0EZ

Tel: 07986 395253

Email: clerk@chidhamandhambrook-pc.gov.uk Website: [www.chidhamandhambrook-pc.gov.uk](http://www.chidhamandhambrook-pc.gov.uk)

21 April 2023

**FINANCE COMMITTEE**

You are requested to attend a meeting of the Finance Committee on **Thursday 27 April 2023 at Chidham Village Hall at 7:30pm**.

MEMBERS: Cllr P Bolton, Cllr B Garrett, Cllr S Johnson and Cllr J Towers

Signed: **B Jones**

Mrs B Jones **Clerk and RFO**

**AGENDA**

|  |  |
| --- | --- |
| 1. | **Election of Chair** |
| 2. | **Apologies for absence** |
| 3. | **Declarations of Disclosable Pecuniary Interest** |
| 4. | **Minutes**To approve and sign the minutesof the Finance Committee meeting held on 24 November 2022. |
| 5. | **Public Open Forum** |
| 6. | **Management Accounts and Year End Position**Consider the accounts in detail to 31 March 2023Consider the use of reserves (the Financial Reserves Policy is attached for information).Agree that the accounts be submitted to the Internal Auditor for review. The Parish Council, at its meeting on 4 August 2022 agreed the appointment of Ellie O’Flanaghan for a three year contract at the sum of £280 per annum to carry out the review from the 2023-24 acounts. |
| 7­­. | **Review Financial Regulations**Consider the Council’s Financial Regulations to ensure these are still fit for purpose – attached. |
| 8. | **Review the Asset Register** Consider the revised register including additions and disposals during the last year. |
| 9. | **Review Insurance Policy**To note that the Council has a 3-year agreement with BHIB from 1 June 2022. The second year of the contract sees a reduction in the premium to £635.53 (incl. IPT). This insurance includes a subscription to Parish Online.  |
| 10. | **Risk Management Policy and Register**Consider the Risk Management Policy and make any changes.Consider the Risk Management Register and make recommendations to the Parish Council  |
| 11. | **Review of the Council’s Contracts**Consider the list of the Parish Council’s current contracts and their value – attached. |
| 12. | **Local Government Pay Scales** The Clerk is currently on Scale Point 27 (£17.58 p.h.) from 1 April 2023. The 2023-24 National Salary Award is currently being negotiated. |
| 13. | **Any Other Business** |
| 14. | **Date of Next Meeting**The next scheduled meeting is on 27 July 2023.  |

**THE PUBLIC HAVE A RIGHT TO ATTEND COUNCIL MEETINGS AND ARE MOST WELCOME**

Filming of Parish Council meetings and use of social media: During this meeting the public are allowed to record or film the meeting or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Parish Clerk know in advance if you wish to record or film. Mobile devices should be switched to silent for the duration of the meeting.