

# BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL



## MINUTES JPC FINANCE SC MEETING

These are the minutes of the JPC Finance SC Meeting, held online using Zoom technology. The Meeting took place at 6.15pm, Monday 15<sup>th</sup> of June 2020.

Those present were –

**Cllrs E Field [Chair] A Okey, , K Easton, and J Kingsnorth and later, J Jones [Invited by Chair and joined meeting 6.25pm]**

**Minutes taken by the Parish Clerk, Ray Evans.**

### **Public Forum**

*Due to ongoing restrictions created by HM Government in response to the Covid-19 pandemic, the public were invited to join in the proceedings by invitation of the Clerk prior to the meeting. Full minutes of all meetings will be published on the JPC website.*

***No members of the public joined the meeting.***

### **Item 1.00**

#### **Apologies**

Cllrs R & V Hubbocks

### **Item 2.00**

#### **Disclosure of Interest or Written Representations**

None.

### **Item 3.00**

#### **Approval of Minutes of Last Meeting of the 13<sup>th</sup> of May 2020.**

The motion to agree and sign off the document was **proposed by Cllr Easton, seconded by Cllr Okey, and carried unanimously**

### **Item 4.00**

#### **Chairs' Report**

Cllr Field reported that this item on the agenda would be a permanent feature allowing her the opportunity to update all on outstanding or new issues requiring action by the JPC.

### **Item 5.00**

#### **Work Programme**

#### **5.01**

A discussion regarding Cllr Jones' proposal that an award scheme involving vouchers for workers who had supported the community during lockdown was appropriate. The members

were unable to reach an agreement. It was decided to defer further discussion until the whole council was in session in the Ordinary Meeting which followed at 7.00pm. Please refer to the minutes under **8.05** of that meeting.

**5.02**

On the back of a budget for the E&M Sub-Committee of £10K, it was suggested that a further budget of £5K be available to the Town Welfare SC as often expenditure for both groups may overlap. Following a lively debate, **Cllr K Easton proposed the motion, seconded by Cllr Kingsnorth, the motion carried in favour of this budget amendment.** The Clerk reported that the Terms of Reference for the TWSC would be amended accordingly.

**5.03**

**Terms of Reference for ALL sub-committees**, the Clerk reminded Councillors that they had been asked to inspect their specific sections of the Handbook under Section P and confirm any changes. **This was deadlined for 26<sup>th</sup> of June 2020.**

**Item 6.00**

Presentation of year-end accounts and AGAR prior to signing off and submission.  
Cllr Kingsnorth declared that the return statements were in error and that she was unable to interpret the figures in a meaningful manner, that she had a number of other queries which needed to be addressed. The Clerk reminded Cllr Kingsnorth that supporting documents were sent out three clear days in advance of the date of the meeting and that it may have been advisable for the Cllr to have raised such issues with the Clerk and Auditor, during the interim period, rather than during the meeting. As a result, the preparation, inspection, and ratification of the year-end accounts has been deferred until such time as the JPC are all agreed that the summary is correct and suitable for publication. The AGAR should be published before the 1<sup>st</sup> of July 2020, and the Clerk has actioned discussions between Cllr Kingsnorth and Mr Chris Edge, the author of the JPC software, in order that an understanding of terms be reached in time for this publication date.

**Item 7.00**

**Items for information only.**

None

**Date of next meeting – July 20<sup>th</sup> at 6.00pm**

The meeting closed at 6.55pm.

Signed.....

Date.....