SHADWELL PARISH COUNCIL DRAFT MINUTES OF THE FINANCE COMMITTEE MEETING Monday 25th October 2021 (Subject to confirmation)

Committee Members: Debbie Potter (DP) (Chairman) (Present)

Norman Taylor (NT) (Apologies) Vidya Venkatesh (VV) (Present) Nirmal Tulwa (NT2) (Present) Geoffrey Wilson (GW) (Present)

In attendance: The Clerk. The Chairman opened the meeting at 7:04pm. 11/21 Apologies for absence - apologies were received and accepted from NT. 12/21 Minutes – the minutes of the meeting held on 26 th July 2021 were approved. 13/21 Declarations of disclosable pecuniary or other interests – none. 14/21 Questions and comments from members of the public – none. 15/21 Matters outstanding and Clerk's report – no matters outstanding and nothing new to report. 16/21 Terms of reference – reviewed; resolved to readopt without amendments. 17/21 Internal control checklist – agreed to recommend adoption to Full Council. Clerk to put on next Full Council agenda. Action: Clerk. 18/21 Quarter 2 Budget and Accounts – the financial statements for Quarter 2 were examined and variations noted. No matters of concern identified. 19/21 Bank reconciliation - the bank reconciliation for September 2021 was checked and agreed to the relevant bank statement which was then initialled by the Chairman. 20/21 Grants – no new grant requests received before agenda issued. 21/21 Urgent matters that have arisen since the publication of the agenda and members' queries The Chairman closed the meeting at 7:28pm. The next Finance Committee meeting is scheduled for Monday, 10th January at 7:00pm in Shadwell Independent Library.	
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