

**SHADWELL PARISH COUNCIL
DRAFT MINUTES OF THE FINANCE COMMITTEE MEETING
Monday 24th October 2022
(Subject to confirmation)**

Committee Members: Debbie Potter (DP) (Chairman) (Present)
Denise Trickett (DT) Present
Norman Taylor (NT) (Apologies)
Vidya Venkatesh (VV) (Apologies)
Geoffrey Wilson (GW) (Present)

In attendance: The Clerk and one member of the public.

The Chairman opened the meeting at 7:05pm.

- 11/22 **Apologies for absence** - apologies were received and accepted from NT and VV.
- 12/22 **Minutes** – the minutes of the meeting held on 25th July 2022 were approved. To be signed at next meeting.
- 13/22 **Declarations of disclosable pecuniary or other interests** – none.
- 14/22 **Questions and comments from members of the public** – none.
- 15/22 **Matters outstanding and Clerk’s report** – nothing to report.
- 16/22 **Terms of reference** – reviewed; resolved to readopt with one amendment: committee chairman is elected at the Annual Meeting of the Parish Council not by the committee.
Action: Clerk to amend and republish on website.
- 17/22 **Quarter 2 Budget and Accounts** – the financial statements for Quarter 2 were examined and variations noted. No matters of concern were identified.
- 18/22 **Bank Reconciliation** - the reconciliation for September 2022 was checked and agreed to the relevant bank statement which was then signed by the Chairman.
- 19/22 **Grants** – three grant applications were considered:
- i. **Friends of Shadwell School** – request for funding of £250 towards cost of annual firework display.
 - ii. **Shadwell Baby and Toddler Group** – request for £250 towards cost of new equipment.
 - iii. **Shadwell News** – request for £250 towards cost of preparing and printing.
- Agreed to **recommend approval** of all three grants at next Full Council meeting.
- 20/22 **Funds held on deposit** – recent increases to interest rates noted. Clerk to investigate further and make recommendations to next Full Council meeting.
Action: Clerk.

The Chairman closed the meeting at 7:25pm.

The next Finance Committee meeting is scheduled for Monday, **9th January 2023** at 7:00pm in Shadwell Independent Library.

Signed Chairman Date