SHADWELL PARISH COUNCIL DRAFT MINUTES OF THE FINANCE COMMITTEE MEETING Monday 23rd October 2023

(Subject to confirmation)

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

David Ford (DF) (Present)
Daljit Sehmi (DS) (Present)
Norman Taylor (NT) (Apologies)
Denise Trickett (DT) (Present)

In attendance: The Clerk.

The Chairman opened the meeting at 7:02pm.

- 13/23 Apologies for absence apologies were received and approved for NT.
- 14/23 Vice-Chairman resolved to appoint DF as Vice-Chairman.
- 15/23 **Minutes** the minutes of the meetings held on 9th January and 24th July were approved and signed by the Chairman.
- 16/23 Declarations of disclosable pecuniary or other interests none.
- 17/23 Questions and comments from members of the public none.
- 18/23 **Current items outstanding** The Clerk confirmed that the transfer to the deposit account recommended at the last meeting was completed on 16th August 2023.
- 19/23 **Terms of Reference** reviewed and readopted with no amendments.
- 20/23 **Quarter 2 Budget and Accounts** the financial statements for Quarter 2 were examined and variations noted. No matters of concern were identified.
- 21/23 **Bank Reconciliation** the reconciliation for September 2023 was checked and agreed to the relevant bank statement which was then signed by the Chairman.
- 22/23 Grant requests no new requests received.
- 23/23 Urgent matters that have arisen since the publication of the agenda none.

The Chairman closed the meeting at 7:25pm.

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

Signed	Chairman	Date