



"Not for self"

Oswestry Rural Parish Council

Minutes

of Finance Committee meeting

held at 2.00pm on Wednesday 26 June 2024 at Trefonen Village Hall

Present:

Cllr Peter Richardson, Cllr Martin Bennett, Cllr. Bob Kimber, Cllr William Jones

Clerk to the Council:

Kathryn Lloyd

In attendance:

No member of the public

1. Apologies of absence

None

2. To Appoint Chair of Finance Committee

Members considered the appointment of a new Chair following the resignation of Cllr John Davies.

It was PROPOSED, SECONED and AGREED to appoint Cllr Martin Bennett as Chair of the Finance Committee.

3. Minutes of Meeting

The minutes of the Finance Committee meeting of the Parish Council held on 25 January 2024 were considered for approval.

It was PROPOSED, SECONDED and AGREED that the minutes of the meeting of 25 January 2024 be APPROVED and ADOPTED as a true record.

4. Disclosure of Pecuniary of Interests, Bias, and Pre-determination

In accordance with Section 29 of the Localism Act 2011 Members are personally responsible for deciding whether or not they should disclose an interest at this meeting. Where a matter arises at a meeting which directly relates to a Member's Disclosable Pecuniary Interests they must disclose the interest, not participate in any discussion nor vote on the matter and must not remain in the room unless they have been granted a dispensation. If it is a 'sensitive interest,' Members do not have to disclose the nature of the interest, just that they have an interest. (Please refer to Appendix B in the Council's Code of Conduct). Members are also reminded they should not make decisions with a closed mind and must declare a bias and not vote on matters where their decision could be considered to be pre-determined.

5. Internal Audit 2023/24

The Clerk advised the audit for 2023/24 had not been concluded by the internal auditor. The AGAR 2023/24 and the internal audit report should be finalised before Full Council meeting and the outcome will be shared with members then.

6. Annual Governance and Accounting Return 2023/24

i. Members reviewed the Annual Governance and Accounting Return 2023/24, subject to any internal audit findings.

It was PROPOSED, SECONDED and AGREED to recommend the approval of the Annual Governance and Accounting Return 2023/24 subject to the findings of the internal audit.

ii. Members considered the dates for the Exercise of Public Rights 2023/24 dates (Proposed 1 July 2024 – 9 August 2024) and an announcement date of Friday 28 June 2024.

It was PROPOSED, SECONDED and AGREED to make recommendation to Full Council for the Exercise of Public Rights 2023/24 dates of 1 July 2024 to 9 August 2024 with an announcement date of Friday 28 June 2024.

7. Forecasted Outturn 2024/25

Members reviewed the Forecasted Outturn Position for first quarter review.

It was PROPOSED, SECONDED and AGREED to recommend the approval of the Financial Outturn Position 2024/25.

8. Policies

Members considered the following policies.

- a) Financial Regulations (appendix 16a)
- b) Standing Orders (appendix 16b)
- c) Terms of Reference for the Personnel Committee (appendix 16c)
- d) Terms of Reference for the Road Safety Working Group (appendix 16d)
- e) Terms of Reference for the Cemetery Working Group (appendix 16e)
- f) Terms of Reference for the Environment Working Group (appendix 16f)
- g) Terms of Reference for the Finance Committee (appendix 16g)
- h) Review of inventory of land and other assets including buildings and office equipment (NOTE this was conducted in April 2024) (appendix 16h)

The Clerk requested members defer items a & b to allow a review of the Financial Regulations against the new model released by NALC in April 2024. The Clerk advised Cllr Mike Weston had proposed several changes to the Cemetery Working Group Terms of Reference (TOR) and shared the details. The Clerk advised there were no changes to the other TOR.

It was PROPOSED, SECONDED and AGREED to recommend to Full Council the deferment of a & b and to approve items c – h inclusive.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present

9. Internal Audit Service Quote 2024/25

Members considered an estimate from RLT Auditing for the Internal Audit Service 2024-25. **RESOLVED:** Members **AGREED** to **RECOMMEND** to Full Council the appointment of RLT Auditing for the Internal Audit Service 2024-25.

10. Date of next meeting

Members considered a date for the next meeting and agreed for a date to be set in mid-September prior to the next Full Council meeting.

The meeting closed at 2.45pm