



**Minutes of the meeting of the Finance and Governance Committee held in the Committee Room
Community Centre, Eskdale Road on Tuesday 3rd September 2024**

PRESENT: Councillors S Kirve (Chair), G Shrivastava, and D Smith.
Clerk: Tony Skeggs Residents: None.

F24/33	APOLOGIES – Apologies were received and accepted from Cllr Wood.	
F24/34	DECLARATION OF INTEREST – There were no new declarations of interest.	
F24/35	MINUTES OF PREVIOUS MEETING The minutes of the Finance and Governance Committee meeting held on 11 th June 2024 were AGREED as a true and accurate record after the actions list had been reviewed.	
F24/36	<p>POLICIES</p> <p>The following policies were reviewed:</p> <p>a) Health & Safety – The policy was adopted after the following:</p> <ul style="list-style-type: none"> • Sign off dates updated and policy to be reviewed annually. <p>b) Investment Strategy – The policy was adopted after the following:</p> <ul style="list-style-type: none"> • Sign off dates updated and policy to be reviewed each September. <p>c) Reserves – The policy was adopted after the following:</p> <ul style="list-style-type: none"> • The next review date was set for September 2026. <p>d) Grants – The policy was adopted after the following:</p> <ul style="list-style-type: none"> • The word “charity” was added to the first sentence. • The paragraph requiring the body to be properly constituted was moved to the first paragraph. • The next review date was set for September 2025. <p>e) Scheme of Delegation – The scheme was adopted after the following:</p> <ul style="list-style-type: none"> • The ability to engage solicitors or other professionals prior to a Parish Council meeting was added under the Proper Officer delegation. • The urgent repair expenditure limit was raised from £1,500 to £5,000. • The minor repairs expenditure limit was raised from £500 to £1,500. • The item relating to minor repairs expenditure between £500 and £1,500 was deleted. • The ability of Communities Committee to approve expenditure up to £5,000 was added. • Sign off dates were added. <p>f) CCTV – The policy was adopted after the amendments proposed at the June meeting had been reviewed.</p> <p>As part of the review of the Investments policy, it was agreed that further deposit accounts were required and that the products offered by Santander, Metro, Nationwide and Barclays should be investigated.</p>	Clerk
F24/37	<p>FINANCIAL STATEMENT TO 31 AUGUST</p> <p>The clerk presented the financial position at the end of August, which showed an excess of income over expenditure of £60,340. Unbudgeted income of £5,800 had been received from HS2 (compensation payment for the St Mary’s churchyard), and £880 from Buckinghamshire Council (Community Board grant for D-Day event). Expenditure had been low over the first half of the year. The October meeting would be looking at the 2025/26 budget which would need to be tied in with the results of the March Away Day. The Clerk was to circulate the document.</p>	Clerk
F24/38	<p>DATE OF NEXT MEETING</p> <p>The next meeting would be on Tuesday 8th October 2024.</p>	



The meeting closed at 8.25pm.

Signed: _____

Date: 8th October 2024

Action List

Date	Minute	Description	By Whom	Status
13/02/24	24/04	Investigate Change of Internal Auditor.	Clerk	Outstanding
13/02/24	24/08	Open RBS Liquidity Deposit Account.	Clerk	Outstanding
11/04/24	24/18	Online Information Security Training Courses.	Clerk	Outstanding
03/09/24	24/36	Investigate Other Deposit Accounts.	Clerk	
	24/37	Circulate Away Day Ideas Document.	Clerk	Completed