

MEMBERSHIP:
Cllr A. Doherty
Cllr C. Foxall
Cllr S. Harrison
Cllr J. Sanford
Cllr R. Boulton (ex-officio)
Cllr V. Lipscombe-Kettel
(ex-officio)
Vacancy



**MINUTES OF THE FINANCE COMMITTEE MEETING
HELD TUESDAY 18th October 2022**

Present: Cllr Doherty Cllr Foxall Cllr Boulton
Cllr Harrison Cllr Lipscombe-Kettel

In attendance: Vanessa Lawrence, Roz Morton (Clerks)

- F25 22/23 To consider and accept apologies for absence**
Apologies were received from Cllr Sanford
- F26 22/23 Declarations of Interest in Items on the Agenda**
None
- F27 22/23 To approve the Minutes of the Finance Committee meeting held on 19th July 2022**
It was **RESOLVED** to approve the Minutes of the Finance Committee meeting held on the 19th July 2022, as a true and accurate record of the proceedings. Proposed Cllr Foxall, seconded Cllr Boulton – 4 in favour, 1 abstention.
- F28 22/23 Clerk’s and Chairman’s Report**
None
- F29 22/23 To agree to adjourn the meeting for Public Participation, if members of the public are present – there is a 5-minute time limit.**
N/A
- F30 22/23 To agree to reconvene the meeting following Public Participation (if applicable).**
N/A
- F31 22/23 To consider and agree to employ Mrs B Bowen as Internal Auditor for 2022/23 audit.**
It was agreed to defer this item to the next meeting to enable the Clerk to make enquiries regarding possible change to the auditor or 2022/23. The Clerk to report back.

ACTION: Clerk to add this item to the agenda for the next Finance meeting in November.

- F32 22/23 To consider any amendments to the Financial Regulations and agree the document for 2022/23**
The Clerk had added an extra item to the Financial Regulations (No. 17). Following debate regarding the wording, where changes were made, it was **RESOLVED** to approve the Financial Regulations as amended. Proposed Cllr Doherty, seconded Cllr Foxall – all in favour.

ACTION: Clerk to add this item to the agenda for the next Full Council meeting.

- F33 22/23 To consider any amendments to the Financial Risk Register and agree the document for 2022/23**
Following debate, it was agreed the document required some amendments. Cllr Doherty agreed to make the required changes. The item to be deferred to the next meeting.

ACTION: Clerk to add this item to the agenda for the next Finance meeting and Cllr Doherty to make changes as discussed.

- F34 22/23 To consider any amendments to the Financial Reserves Policy and agree the document for 2022/23**
The Financial Reserves Policy was considered, and it was decided that no amendments were required. It was therefore **RESOLVED** to approve the document for 2022/23. Proposed Cllr Doherty, seconded Cllr Lipscombe-Kettel – all in favour.

ACTION: Clerk to add this item to the Agenda for the next Full Council meeting for approval

- F35 22/23 To consider and agree grant requests:-**
- **Fairford Youth Football Club - £1550.**
Following debate, it was **RESOLVED** to agree a grant of £500 to the Youth Football Club in accordance with the grant awarding policy. Proposed Cllr Foxall, seconded Cllr Boulton – all in favour.
The Clerk reported that a further grant application had been received just after the agenda had been posted from the Church Youth Worker for the provision of Christmas Hampers for those in need. The request was for £250. Following debate, it was **RESOLVED** to agree a grant for this sum. Proposed Cllr Doherty, seconded Cllr Boulton – all in favour.

ACTION: The Clerk to contact FTYFC and Church Youth Worker.

- F36 22/23 Update on provision for Ukrainian families.**
The Clerk reported that funds had been set aside to help with the Ukrainian Youth Club, however due to the fact that supervision from parents is required and this has proved difficult with many now working, the club is no longer feasible. However, a meeting room is required for Ukrainian families and their hosts is required and the money allocated for the club will be diverted to the costs for the hiring of a room for a once-a-week meeting.

- F37 22/23 To consider and agree to pay AIS (copier contractor) via Direct Debit**
It was **RESOLVED** to pay AIS via Direct Debit. Proposed Cllr Boulton, seconded Cllr Doherty – all in favour.

ACTION: Clerk to contact AIS

- F38 22/23 To consider and agree category for allocation of funds for the 'Warm Room'**
Following debate, it was **RESOLVED** to create another in the accounts (Community Support line) to which funds for the Warm Room can be allocated. Proposed Cllr Doherty, seconded Cllr Boulton – all in favour.

ACTION: Clerk to create another line in the Accounts

- F39 22/23 To consider and agree funding for 4 defibrillators, for Keble Fields, Fairford Gate, phone box at Queensfield and near the school (£2k) – see e-mail from Mr. Read (13/10/22)**

Following debate, it was **RESOLVED** to allocate £1000 from the budgeted as allocated and £1000 from CIL money received. Proposed Cllr Doherty, seconded Cllr Foxall – all in favour

ACTION: Clerk to make payment

F40 22/23 To review and agree forward spending plan.
A report from Cllr Foxall had been circulated prior to the meeting. Following debate, it was **RESOLVED** that the Clerk should prepare a Cashflow Statement in order to better understand what the Council might be able to fund next year, given the current financial climate. A draft to be prepared and circulated and to be further discussed at the next Finance Committee meeting. Proposed Cllr Foxall, seconded Cllr Doherty – all in favour.

ACTION: Clerk to prepare a Cashflow statement and circulate

F41 22/23 To note change of ownership of Rialtas (accounts software company) to Harris Computer Corps. (see e-mail 11/10/22).
Duly noted.

F42 22/23 Other matters the Chair considers urgent.
Committees to prepare budget requests for 2023/245

ACTION: Clerk to add this to the Agenda for Planning, and Works & Events meetings.

F43 22/23 Date of next meeting 15th November 2022

There being no further business the meeting closed at 8.25pm

.....Chairman

.....2022