

# FARNHAM ROYAL PARISH COUNCIL

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## MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF FARNHAM ROYAL PARISH COUNCIL HELD ON WEDNESDAY 16 JUNE 2021 AT 10.00AM AT FARNHAM COMMON VILLAGE HALL

### Present

Paul Rowley (Chairman)  
Bob Milne  
Marilyn Rolfe  
Judith Hall (Clerk)

### 21/12/FC Apologies for absence

None

### 21/13/FC To appoint a chair

Bob Milne confirmed that he no longer wished to act as Chair of the committee. Paul Rowley volunteered to be temporary chair whilst a permanent chair was found. The appointment of Paul Rowley was agreed by Bob Milne and Marilyn Rolfe.

Whilst discussing this, those present also felt that all parish councillors should be members of the Finance Committee in an effort to ensure that meetings are well attended by members and are always quorate thus enabling necessary business to be conducted. It was agreed that this would be recommended to the Parish Council.

### 21/14/FC To approve minutes of the meeting held on 14 April 2021

The minutes of the meeting were **confirmed** as a true and accurate record and they were then signed by the Chairman.

### 21/15/FC Matters arising from previous minutes not covered elsewhere on the agenda

The Clerk advised that she would meet with Paul Rowley to review and update, where necessary, the Asset Register, Risk Register and Finance Regulations for discussion at the July 2021 Finance Committee meeting and subsequently the July 2021 Parish Council meeting. The issue of depreciation was raised as this does not appear to be applied to the asset values. The Clerk was asked to seek advice from the Internal Auditor and BALC about this. She was also asked to check the terms of the insurance policy with the insurers and the basis of the playground equipment valuation with the playground inspection company.

### 21/16/FC To review and agree recommending to the Parish Council for the year to 31 March 2021:

16.1 Annual Return – The Clerk advised that the External Auditor had raised a query with the figure entered on last year's return in box 8 which neither she nor the accountant could understand. As brought forward figures are included in the return, she was going to email the External Auditor for further information to ensure the correct figure was included for last year on this year's form. Other than that, the form was agreed for recommendation to the Parish Council.

16.2 Annual Accounts - Those present reviewed the annual accounts and noted the substantial increase in open spaces expenditure. It was discussed that this increase was due to the increased cost of the contract to carry out the services required under the Devolved Services Agreement with Buckinghamshire Council and the

increased cost of the arboriculture work now needing to be carried out around the parish. The accounts were then agreed for recommendation to the Parish Council.

**21/17/FC Any other business**

None

**21/18/FC Date and time of next meeting:**

The meeting closed at 10.55am. The next meeting is 14 July 2021 at 10.00am at Farnham Common Village Hall.

Signed as a true record of the meeting:-

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Chairman