

NORTH CLAINES PARISH COUNCIL MEETING

Minutes of the meeting of the Parish Council finance committee of North Claines, wheld on Monday 5th October 1800 hrs in the Baptist Church prior to the Council meeting

Clerk; Mrs C. Shinner
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The Old Library Centre
65 Ombersley Street East
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AGENDA

- 1. To receive apologies for absence and to approve reasons for absence.**
There were no apologies.
Cllrs Farmer, Michaela Challoner, Shaun Challoner, Elaine Johnstone and the Clerk were present.
- 2. Declarations of Interest**
 - a) Register of interests; Councillors are reminded of the need to update their register of interests.
 - b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared an interest must leave the room for the relevant items as per the code of conduct and the North Claines Parish Council standing orders.
Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
There were no declarations of interest made.
- 3 To confirm the minutes of the last meeting of the Finance Committee held in September 2026.**
The minutes were approved and signed as a correct record.
- 4 To examine the receipts and invoices against bank statements for the second quarter 2026-27 and against minutes.**
The following random selection of invoices were checked against the bank statement, spreadsheets and minutes of the meetings and found to be in order.

57	Vodafone	£21.80
63	Ocean Blue	£72
68	Glasdon	£2025.41
71	All. Seasons	£442
75	Top Cut	£2892

5 To examine and approve the bank reconciliations for the second quarter 2026-27

These documents are available on the Parish Council website and were checked against bank statements and found to be correct.

6 To examine the Budget v Actuals of the second quarter of the financial year to date.

This document is available on the Parish Council website. This was examined and approved as correct.

7 To examine the reserves and address any items of expenditure and concerns for the remaining period of 2025-26.

The Council were happy with the current reserves, and it was noted the minimum for the Council to have in reserve was £30,000.

8 External auditor report 2025-26

Closure of audit information. The audit for 2025-26 is now closed and published online. Weakness in the budgeting process was noted as previously documented. Explanations were provided to the external auditor. for 1, 2 and 10 which were deemed to be satisfactory.

9 Signature updates.

The electronic signature forms were received and will be sent to HSBC to enable the following to access the electronic banking.

Clare Shinner, Megan Farmer, Elaine Johnstone, Michaela Challoner and Shaun Challoner.

The signatory forms to update the paper signatories was also received and signed by C Shinner and K Savage.

10 Budget for 2027-28 to be discussed

The committee approved the budget, and the Clerk will finalize and present to the full Council at the November 2026 Parish Council meeting for their suggestions and alterations.

11 Date of next finance meeting.

This will be prior to the February 1st 2027 meeting at 6pm.