



Radcliffe on Trent Parish Council

The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB

Tel: 0115 933 5808,

Email: clerk@rotpc.com,

Web: www.rotpc.com

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Minutes of the Finance and General Purposes Committee meeting held on 30th May 2023 at 6.30pm in the Radcliffe Room, The Grange Radcliffe on Trent

Members Present:

Cllr Phil Thomas (Chair)	Cllr Gillian Dunn (Vice Chair)	Cllr Anne McLeod
Cllr Sue Clegg	Cllr Oli Bere	

Members Absent:

Cllr Irene Dovey (arrived at 6.38pm)	Cllr Tracy James	

In attendance:-

Belina Boyer (Parish Clerk)	Hayley Gandy (Administrator)	
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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
Open Forum	Members of the public are welcome to present any matter relevant to the wellbeing of Radcliffe-on-Trent. and each resident will receive the attention of the Council for a period not exceeding 5 minutes, with a maximum of 15 minutes in total. Please see the Standing Orders 3 d-n for details.	None present		Public Bodies (Admissions to Meetings) Act 1960, s 1(1). As amended by The Openness of Local Government Bodies Regulations 2014, s3



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	Chair Welcome	<p>Cllr Thomas welcomed the committee members. This is a very important committee which helps set the budget based on a legal requirement for residents to pay a precept to the PC. It stands for accountability, governance that money is used correctly and legally. Each month this committee will look at financial data, in addition to payments to contractors, external bodies and wages are checked by member so this committee. Recognition for work done by Cllr Clegg and Cllr Dunn. The committee also oversees the external checks on the governance which is the AGAR and approval of accounts.</p>		
FGP24/001	To note apologies for absence.	Cllr Dovey late arrival and Cllr James absent		Local Government Act 1972, s85 (1) & Sch 12, p40.
FGP24/002	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None		Localism Act 2011, s31.



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FGP24/003	To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	None		Localism Act 2011, s33.
FGP24/004	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	None present		Public Bodies (Admissions to Meetings) Act 1960 1 (2)
FGP24/005	To receive the minutes of the previous Radcliffe-on-Trent Parish Finance and General Purposes Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Finance and General Purposes Committee meeting Tuesday 2 nd May 2023	Cllr Oli Bere apologised for not sending apologies for absence at the last meeting. Proposed by Cllr McLeod Seconded by Cllr Clegg the committee unanimously approved the minutes as a true record of the meeting.		Local Government Act 1972, Sch 12, p41 (1).
FGP24/006	To receive and note the minutes of the Personnel Committee dated 27 March 2023. Paper B	Noted		
FGP24/007	To resolve to recommend to full council the appointment of Mrs	Proposed by Cllr Oli Bere Seconded by Cllr McLeod the	To recommend to Full Council for approval.	Local Government Act 1972, s. 112



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	Belina Boyer to the position of Clerk to the Council/RFO at SPC 37 for 30 hours per week and note her agreed start date of 02 May 2023. Paper C	committee unanimously resolved to recommend the appointment of Mrs Belina Boyer to the position of Clerk to the Council/RFO at SPC 37 for 30 hours per week and note her agreed start date of 02 May 2023.		
FGP24/008	To consider the Internal Auditor's Report and completed Annual Internal Audit Report of the AGAR and any action resulting from it. Paper D	The council strongly recognises the work of the accounts clerk in assisting the Internal Auditor in their work and preparing the accounts. for the audit process. It was resolved there was no further action required.	Recommend to full council to approve	
FGP24/009	To consider the Annual Governance Statement assertions and recommend appropriate answers to Full Council 30 May 2023. Paper E	Following detailed discussions, considering each assertion the Committee resolved to recommend to Full Council the assertions as follows: 1. Yes 2. Yes 3. Yes 4. No 5. No 6. Yes 7. No	Recommend to full council to approve.	JPAC Practitioners Guide 2022



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Agenda No	Agenda Item	Resolution	Action	Power/Regulation
		8. N/A		
FGP24/010	To consider the Annual Accounting Statement as prepared by the Accounts Clerk and recommending it for approval by Full Council 30 May 2023. Paper F	The committee unanimously resolved to recommend to Full Council to approve the accounting statement as prepared by the Accounts Clerk.	Recommend to full council to approve.	JPAC Practitioners Guide 2022
FGP24/011	To review and consider for approval the supporting papers in evidence for the External Audit as prepared by The Accounts Clerk. Paper G	Proposed by Cllr Clegg Seconded by Cllr McLeod the committee unanimously resolved to approve the supporting papers.	Recommend to full council to approve.	JPAC Practitioners Guide 2022
FGP24/012	To receive any items for notification to be included on a future agenda – for information only	Cllr Thomas – changes to Personnel and audit sub committee Terms of Reference		
FGP24/013	To note the date and time of the next scheduled Finance and General Purposes Committee meeting as Tuesday, 20 June 2023 at 19.00.	Noted		Local Government Act 1972, Sch 12, p10 (2)(a)

The meeting closed at 7.15pm

Signed as a true record of the Meeting: _____ Dated _____



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Presiding chair of approving meeting