

Telephone 07725 843 505

Email ninfieldpc@btinternet.com

Website <http://ninfield.webplus.net/index.html>

14th April 2023

I hereby give you notice that you are summoned to attend the Finance Committee meeting at Ninfield Methodist Hall on Thursday 20th April 2023 at 7pm when it is proposed to transact the following business.

Jackie Scarff, Clerk & RFO

Public Participation on matters on the agenda at the Chairs discretion. In accordance with Standing orders the session will last no longer than 10 minutes with a person speaking for no longer than 2 minutes.

BUSINESS TO BE TRANSACTED

- 1. The Chairman's welcome.**
- 2. Apologies and reasons for absence in accordance with the LGA 1972 S85(1)**
- 3. a) Disclosure of Interests**
In accordance with the Localism Act 2011 and the Council's Code of Conduct, to receive any disclosure by Members of interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.
- b) To Consider the granting of Dispensations if requested**
- 4. Minutes of previous meeting** to be considered for approval and signed as a true record the Meeting of the Finance Committee 16th February 2023.
- 5. Exclusion of the Public**
To exclude the public for a particular agenda item the following resolution must be passed.
'Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'
- 6. To receive the budget v actuals for the financial year to 31st March 2023**
- 7. To receive the monthly statement of accounts to 31st March 2023.**
- 8. To receive the bank reconciliation and corresponding bank statement to 31st March 2023.**
- 9. To approve movement of funds to EMR's including any movement between EMRs.**

Telephone 07725 843 505

Email ninfieldpc@btinternet.com

Website <http://ninfield.webplus.net/index.html>

14th April 2023

- 10. To consider for approval a list of payments to be made for invoices received.**
- 11. To consider for approval the Councils Asset Register Policy.**
- 12. To receive the councils Risk Assessment policy and agree any changes required.**
- 13. To note that the next Council meeting is Full Council 15th June 2023, 7pm at Ninfield Methodist Hall.**

Circulation to all Councillors of the Finance Committee.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

Ninfield Parish Finance Committee Minutes
Thursday 16th February 2023 at 7PM
Sparkes Pavilion

CLRs Present: Cllr K Williamson KW (Chair), Cllr S Guard SG; Cllr K Crittall (KC);
Cllr S Collins (SC)
Also Present: J Scarff Clerk & RFO

1. The Chairmans Welcome

KW welcomed all.

2. Apologies and reasons for absence in accordance with the LGA 1972 S85(1)

Apologies from PC

3. a) Disclosure of Interests

In accordance with the Localism Act 2011 and the Council's Code of Conduct, to receive any disclosure by Members of interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.

b) To Consider the granting of Dispensations if requested

There were no disclosures of interest and no requests for dispensation.

4. Minutes of previous meeting of 17th November 2022 to be considered for approval and signed as a true record.

Resolved The minutes of the Finance Committee Meeting of the 17th November 2022 were agreed as a true record and signed by the chairman.

5. To suspend the Standing Orders and allow public participation on matters on the agenda at the chairman's discretion.

There were no members of the public.

6. Exclusion of the Public

To exclude the public for a particular agenda item the following resolution must be passed.

'Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'

There was no requirement for this resolution.

To consider opening an account with CCLA [the public sector deposit fund](#)

Resolved that KC will check with a financial expert that the fund is suitable an

Ninfield Parish Finance Committee Minutes
Thursday 16th February 2023 at 7PM
Sparkes Pavilion

account be opened. The motion to be ratified at the full council meeting and an amount, to be agreed, be invested.

To receive the monthly statement of accounts to 31st January 2023.

The statement of accounts had been previously circulated and it was noted that the total balance was £257,479.70.

To receive the bank reconciliation and corresponding bank statement to 31st October 2022.

The bank statement for Unity Bank and corresponding reconciliation had been circulated in advance and showed a total balance of £178,740.04 The high balance being due to an unexpected CIL payment from the District Council.

To consider for approval a list of payments to be paid.

Resolved that the payments be made as presented.

To approve the transfer of £44,000 to Wave Community Bank.

Resolved that £44,000 be transferred to wave Community Bank.

In accordance with the contract of employment to agree the addition of one salary point for the success of obtaining CiLCA qualification.

Resolved that the clerk's salary point be moved up one point and the new hourly rate be notified to the payroll company.

To receive the councils Risk Assessment policy and agree any changes required.

There were no recommended changes.

To note that the next Council meeting is Full Council 16th March 2023, 7pm at Ninfield Methodist Hall.

**Bank Reconciliation Statement as at 31/03/2023
for Cashbook 3 - Lloyds Current**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Current Account	31/03/2023		4,735.32
			<hr/> 4,735.32
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			4,735.32
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			4,735.32
		Balance per Cash Book is :-	4,735.32
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/03/2023
for Cashbook 2 - Lloyds TSB Savings A/c 522**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Savings account	31/03/2023		73,395.00
			<hr/> 73,395.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			73,395.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			73,395.00
		Balance per Cash Book is :-	73,395.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/03/2023
for Cashbook 4 - Lloyds Credit Card**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Credit Card	14/12/2022		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Ninfield Parish Council
 THE RED HOUSE
 LOWER STREET
 NINFIELD
 TN33 9ED

Your Account

Sort Code 30-97-66
Account Number 01272152

TREASURERS ACCOUNT

01 March 2023 to 31 March 2023

Money In	£22.33	Balance on 01 March 2023	£30,775.70
Money Out	£26,062.71	Balance on 31 March 2023	£4,735.32

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
09 Mar 23	INT (GROSS) T/FER FROM 976602966522		22.33		30,798.03
16 Mar 23	NINFIELD PARISH CO 309766 02966522	TFR		26,000.00	4,798.03
28 Mar 23	BUSINESS CRDT CD 5328650001355599	DD		62.71	4,735.32

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

**Bank Reconciliation Statement as at 31/03/2023
for Cashbook 1 - Unity Bank current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
179946.75	31/03/2023		126,072.25
			<hr/> 126,072.25
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			126,072.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			126,072.25
		Balance per Cash Book is :-	126,072.25
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/03/2023
for Cashbook 5 - Wave Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Wave Community Bank	31/03/2023		40,005.00
			<hr/> 40,005.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			40,005.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			40,005.00
		Balance per Cash Book is :-	40,005.00
		Difference is :-	0.00

Wave Community Bank

Hove Town Hall, Tisbury Road Offices, Tisbury Rd, Hove, BN3 3BQ

Phone : 0300 303 3188

Web : www.wavecb.org.uk

Email : info@wavecb.org.uk

Private & Confidential

Ninfield Parish Council

The Red House

Lower Street

Ninfield

East Sussex

TN33 9ED

Member Statement

Period 20/04/2022 to 20/04/2023

Member Number	12192
Date of Issue	20/04/2023
Page Number	Page 1 of 1

Account Name	Opening Savings Balance
Share 1	£0.00

Date	Wk	Source	Interest Amount	Loan Amount	Loan Balance	Savings Amount	Savings Balance	Transaction Total
23/11/2022	35	Cheque				10.00	10.00	10.00
23/11/2022	35	Member Fees				5.00	5.00	5.00
23/11/2022	35	Reversal of 1496807				5.00	10.00	5.00
23/11/2022	35	Reversal of 1496806				10.00	0.00	10.00
23/11/2022	35	Cheque				10.00	10.00	10.00
23/11/2022	35	Member Fees				5.00	5.00	5.00
21/03/2023	52	CT Lodgement				40,000.00	40,005.00	40,000.00

Closing Savings Balance
£40,005.00

This deposit is eligible for protection from the Financial Services Compensation Scheme (FSCS).

For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

Wave Community Bank is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. FRN: