

3rd February 2023

Minutes of the Finance Meeting held on **Wednesday 14th December 2022 at 11.30am** at
Stantonbury Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX
For the purpose of transacting the business as set out below:

Committee Members:	
Cllr Carol Northwood	Cllr Ann Ronaldson - Chair
Cllr Peter Kirkham	Cllr Linda Morgan

MINUTES

	Welcome and Introduction to Finance Committee meeting. The Chair apologised to those present that the recording of the meeting was not able to start until the download for the previous meeting had completed. The Chair confirmed the recording had started at 11.35am.	Actions
41/22	Present: Cllr P Kirkham Cllr L Morgan Cllr C Northwood Cllr A Ronaldson - Chair Cllr P McGahan – Non-Committee Member Mrs S Espey - RFO Mrs K Fane - Minute-Taker Mrs D Moore - Clerk 1 Member of the public	
42/22	Apologies for Absence: None.	
43/22	Public Forum for members of the public to speak: <i>Public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chair of the meeting. Each member of the public shall not speak for more than (3) minutes in accordance with standing order 3(g)</i> None.	
44/22	Declarations of Interest: None.	
45/22	Minutes: To approve and sign the Minutes of the Finance Committee meeting held on Wednesday 23rd November 2022. Agreed by 4 votes for.	
46/22	Risk Management: RFO confirmed insurance company is aware of roof and issued us with a claim reference number and we advised them we are waiting to see surveyors report. LM confirmed surveyor had visited 10.12.22 report should be with office by 16.12.22. Resolution: Await report before proceeding.	DM / LM

47/22	Notification of Auditor Appointment: Committee to be made aware PKF Littlejohn have been appointed by SAAA as the external auditor for 5 years period until 2026/27. Noted.	
48/22	Draft Budget for 2023 – 2024 V2.1: Committee to discuss V2.1 draft budget prepared by the Responsible Financial Officer as instructed from the previous Finance committee meeting on 23 rd November 2022 RFO confirmed she had updated the draft budget and produced version 2.1. RFO went through each line of the draft budget and made changes as recommended by the Finance committee. Resolution - RFO will produce budget V3, and it will be discussed at the next main meeting 21st December 2022	RFO

Meeting Finished at 12.55pm.