

28<sup>th</sup> February 2023

Minutes of the Finance Meeting held on **Wednesday 22<sup>nd</sup> February 2023 at 10.30am** at  
**Stantonbury Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX**  
For the purpose of transacting the business as set out below:

<b>Committee Members:</b>	
Cllr Carol Northwood	<b>Cllr Ann Ronaldson - Chair</b>
Cllr Peter Kirkham	Cllr Linda Morgan

### Minutes

	<b>Welcome and Introduction to Finance Committee meeting.</b>	<b>Actions</b>
	<p>Clerk made committee aware two Councillors are unable to attend, and Councillor Kennedy was standing in for Councillor Ronaldson and Councillor Kite was standing in for Councillor Morgan.</p> <p>Clerk asked for Councillors to nominate for a chairperson for this meeting, Councillor Northwood agreed to stand in.</p>	
49/22	<p><b>Present:</b> Cllr P Kirkham Cllr C Northwood – Acting Finance Committee Chair Cllr J Kite Cllr S Kennedy</p> <p>Cllr A Anwar - Non committee member Mrs D Moore - Clerk</p>	
50/22	<p><b>Apologies for Absence:</b> Councillor L Morgan – 4 votes for Councillor A Ronaldson – 4 votes for</p>	
51/22	<p><b>Public Forum for members of the public to speak:</b> <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) - <b>None</b>.</i></p>	
52/22	<b>Declarations of Interest: - None</b>	
53/22	<p><b>Minutes:</b> To approve and sign the Minutes of the Finance Committee meeting held on <b>Wednesday 14<sup>th</sup> December 2022 – Deferred as not enough councillors present in this meeting that was at the previous meeting.</b></p>	

54/22	<b>Risk Management: - None</b>	
55/22	<p><b>Interim Internal Audit Report:</b>  Committee to review and discuss report and agree if any further action is required.</p> <p><b>Clerk advise the committee there was two medium risks and four low risks recommendations to be considered.</b></p> <p><b>Committee Structure – Clerk to seek advice about quoracy concerns as the councillors numbers have increased.</b></p> <p><b>Terms of reference – Clerk advise on the TOR there is staff related items which could be moved to the HR Committee TOR.</b></p> <p><b>Organisation structure – Chair made committee aware Line Manager is now the Clerk.</b></p> <p><b>Policies – Chair advise there is some old policies that needs reviewing this deferred to HR Committee to talk about Staff workloads.</b></p> <p><b>Performance Related – Clerk reminded committee staff appraisals should be completed as stated in our Standing Orders.</b></p> <p><b>Review on reserves – RFO to review and update the Council.</b></p> <p><b>All the above comments to be forward on to the Internal Auditor.</b></p>	DM / RFO
56/22	<p><b>CCLA - Investment Survey:</b>  Committee to discuss and assist in completing the survey.  <b>Committee decided the survey should be completed with the RFO – Deferred to another meeting. Agreed 4 votes for</b></p>	DM / RFO
57/22	<p><b>Budget variance report:</b>  Committee to review report.  <b>Chair asked committee do they have any questions, no questions raised by Councillors. Committee voted to acknowledge the report – Agreed 4 votes for.</b></p>	
58/22	<p>a) Vote to agree to hold a confidential Part 2 of the meeting at which press, and public will be excluded under the Public Bodies (Administration to Meetings) Act 1960 section (2). - <b>Agreed 4 votes for.</b></p> <p>b) Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. - <b>Agreed 4 votes for.</b></p>	

Councillor Anwar left the meeting.		
<b>Confidential - Part 2</b> - Consideration of matters related to the following items:		
59/22	<p><b>Pension Deficit Valuation Results:</b> Committee to review and discuss response from Buckinghamshire Council and agree if any further action is required.</p> <p><b>Chair asked if the councillors had read the report, committee decided to ask the RFO to arrange a specialist to review the report received and to come back to the committee with their findings.</b></p> <p><b>Agreed - 4 votes for</b></p>	RFO

11:15am