



HELMDON PARISH COUNCIL

COUNCIL MEETING



Minutes of the meeting of the Finance Committee of Helmdon Parish Council, held at
The Reading Room on **Thursday 13th July 2023**

MINUTES

Present: Cllrs Moody (Chair), Marchant, Wheeler and the Clerk (Charmaine Jay).

In attendance: No members of the public

1) Elect the chair of the Finance Committee for 2023/24

RESOLVED: To elect Danny Moody as the chair of the Finance Committee for 2023/24

2) Apologies for absence

Apologies were received from Cllr Hosea

RESOLVED: To approve Cllr Hosea's absence

3) Declarations of Interest

Cllr Marchant- Community Larder small grants scheme application

Cllr Moody- HLHG small grants scheme application

Cllr Wheeler- Helmdon Rainbows small grants scheme application

RESOLVED: To note declarations of interest from all councillors

4) Approval and signature of the minutes of the meeting of 5th April 2023

RESOLVED: To approve and sign the minutes of the meeting of 5th April 2023

5) Matters arising

None

6) Open Forum

None

7) To consider the following and confirm that all documents meet the needs of the Council.

a. Finance Committee Terms of Reference

RESOLVED: That the Finance Committee Terms of Reference were satisfying

b. System of Internal Control and Internal Audit

RESOLVED: That the System of Internal Control and Internal Audit was satisfying

c. Internal Controls Checklist

RESOLVED: That the Internal Controls Checklist was satisfying

8) To consider applications for Small Grant Scheme 2023/24

The Council had received six applications with a total requested of £1,4500. The applications were reviewed, and recommendations were made for awarding the budget of £1450.

Action: To present the recommendations to Council in the meeting on 26th July 2023.

9) To review the insurance cover and the terms of the licence

ACTION: Clerk to write to BHIB Insurance to enquire what frequency inspections of the play area should be held

10) To consider a new electricity supplier

A quote was obtained from Clear Utility Solutions from YU Energy for a 3 year contract at £869.55 per annum.

RESOLVED: To proceed with 3 year contract for YU Energy at £869.55 per annum

10) To review the bank signatories and add the new members of the finance committee

RESOLVED: To remove Chris Thorpe and add John Marchant and Lillian Hosea

Meeting Closed: 20.23

Signed _____ dated _____

Charmaine Jay
Clerk to Helmdon Parish Council

Next meeting being held 14th September 2023