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LEGAL AND FINANCE COMMITTEE MEETING

MINUTES OF MEETING HELD: 25 April 2022, 7.30pm
VENUE: Council Chambers, Suite 3, 4 The Limes

Present: Cllrs P Davey (Chair) D Sankey J Winter M Hart

Absent Also: Cllrs P Jeater A Wood (Clerk and RFO)

- LF22/026 Apologies for Absence – for noting but not approval**
Cllr Jeater sent his apologies and Cllr Jelley has resigned from the council.
- LF22/027 Announcements and Declarations of Interest**
There were no declarations of interest presented.
- LF22/028 Public Participation**
No members of the public were in attendance.
- LF22/029 To approve the minutes of the Legal and Finance Committee meeting held on 21 March 2022**
The minutes were approved and signed as an accurate record by Cllr Davey.
- LF22/030 Matters arising for report / Information Exchange (not for resolution)**
Nothing was raised.
- LF22/031 Grant applications**
There had been no grant applications received.
- LF22/032 To discuss a proposed new procedure for the election of Chair and Vice Chair of the Council (Cllr Davey)**
Cllr Davey requested that councillors wishing to stand as Chair and Vice Chair for the parish council should present a statement of intent in advance. This statement should include their vision on the direction of the council under their leadership. It was noted that this change in procedure should be presented to Full Council for adoption but that due to the timing, this year this would not be a formal requirement. The Clerk was asked to email councillors with this request to encourage openness, clarity and a formality to the election.
- LF22/033 Year-end procedures**
The committee reviewed the Annual Return paperwork and the Annual Accounts presented by the Clerk. Cllr Hart requested that thanks be minuted to the Clerk for the grants that had been successfully obtained over the year. Cllr Davey asked that it be minuted that the Clerk has undertaken the council's financial affairs in a professional manner that has been endorsed by the recent internal audit.
- LF22/034 Risk Management**
- The committee reviewed the options for savings accounts, and it was **RESOLVED that the Clerk apply for an account with Aldermore Bank.** It was further **RESOLVED that if there was an issue with opening the account, the Clerk would approach United Trust Bank and Redwood Bank in that order.**
Proposed: Cllr Davey

All agreed

- The procedure to remove Cllr Jelley, following her resignation, as an authorised bank signatory for Unity Trust Bank was undertaken.

LF22/035 GDPR matters

Nothing tabled

LF22/036 Finance and Payment approval

The new payments and receipts for April / May 2022 were approved.

LF22/037 Items for inclusion in the next agenda (not requiring resolution or action)

There were no items.

Having regard to the confidential nature of the business to be transacted, it is RESOLVED that the meeting is now not open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

LF22/038 To receive and review the legal advice regarding Fairfield

The draft lease was discussed, and the Clerk was asked to progress the project following the comments received. It was hoped that the council would be able to sign the lease at the June Legal and Finance Committee.

LF22/039 Chair to close the meeting

The meeting closed at 8.12 pm

The next Legal and Finance Committee - 27th June 2022, 7.30pm, Council Chambers, Suite 3, 4 The Limes