

Winster Parish Council Finance Committee

Minutes of the meeting held on 29th September at 4pm in the Burton Institute, Winster

Present: Cllr Hatfield (Chair), Cllrs Frederickson, Wood. Lesley Brown (Locum Clerk to Winster Parish Council).

Apologies: Cllrs Robinson and Brown

Banking Arrangements

Current difficulties with the authorised signatories and the change over to online banking were discussed. It was agreed that the list of signatories should be updated as soon as possible and this could be best achieved by personal contact at RBS in Chesterfield. Cllrs Frederickson, Wood and Hatfield agreed to make the visit on Friday 1st or Monday 4th October in order to facilitate the paying of September invoices.

Issues Relating to the Audit

The interim report from the External Auditor had highlighted the problems with 2020-2021 submission. It had not been possible to provide a full bank reconciliation, provide a full explanation for variances above 15% and give full details of payments and receipts due to inadequate details being available. The Audit was not accurately completed before submission before review and some figures will have to be restated on next year's Agar.

Councillors took notice of the unsatisfactory situation, which will be brought to the attention of the full council on October 4th.

Review of Financial Regulations

Some amendments were made to the document presented by Cllr Hatfield. It was agreed that, following the agreed revisions, Cllr Hatfield would forward the document to the Clerk who would circulate to all councillors for approval at the October 4th meeting.

Pay Scale for the Parish Clerk

This is being dealt with by the Chief Executive of DALC following her meeting with the Locum Clerk to complete a Job Evaluation.

Budget 2021-2022

It was agreed to deal with this in November when the banking situation has been sorted out.