

MINUTES OF FINANCE APPROVAL COMMITTEE MEETING
MONDAY 9 DECEMBER 2024, LAYER VILLAGE HALL, 7:15pm

Clerk and Responsible Financial Officer: Mark Large

Chair	Councillor Mrs M Holmes	Present
	Councillor Mr P.R. Pyke	Absent
	Councillor Mrs M. A. Hughes MBE	Present
	Councillor Mrs S.E. Hughes	Absent
	Councillor Mr M Salmon	Present

1. APOLOGIES

- a. **RECEIVE** apologies for absence – *Apologies were received from Cllr Mrs. S Hughes and Cllr Mr. P Pyke, and **APPROVED***

2. DECLARATIONS OF INTEREST

- a. **RECEIVE** declarations of interest relating to the agenda - *NONE*

3. MINUTES OF THE PREVIOUS MEETING

- a. **RESOLVE** to **APPROVE** minutes of the previous meeting – *these were **APPROVED** and duly signed by the Chair*

4. REVIEW ACTION TRACKER – No actions

5. FINANCE

- a. **RECEIVE** and **CONFIRM** bank reconciliation – *The bank reconciliation was received, including the cash book with current budget position – all **APPROVED** and duly signed by 2 members.*
- b. **RECEIVE** and **APPROVE** accounts for payment – *The accounts for payment were **RECEIVED, APPROVED** and signed by 2 members.*
- c. **RECEIVE** progress report from Clerk and RFO – *The Clerk & RFO updated the meeting demonstrating how the VAT issue would be resolved in the next reclaim in January.*

6. BANKING PROVIDER

- a. **RECEIVE** update from Clerk & RFO regarding switch of bank – *The Clerk & RFO updated the meeting regarding the switch of banks. Whilst the Lloyds bank accounts remain open for now, the parish council is now fully utilising Unity trust and the digital capabilities afforded.*

7. NEXT MEETING – 13th January 2024, Layer village hall, 19:15.

Close of meeting at 19:30