



MINUTES OF FINANCE APPROVAL COMMITTEE MEETING

MONDAY 11 AUGUST 2025, LAYER VILLAGE HALL, 10:00am

Chair	Councillor Mrs M Holmes	Present
Vice Chair	Councillor Mr P.R. Pyke	Present
	Councillor Mrs M. A. Hughes MBE	Present
	Councillor Mrs S.E. Hughes	Present
Clerk & RFO	In attendance	

AGENDA

F2526/20 APOLOGIES

- a. **RECEIVE** apologies for absence - **NONE**

F2526/21 DECLARATIONS OF INTEREST

- b. **RECEIVE** declarations of interest relating to the agenda – Cllr P. Pyke noted an interest in the request from the speed watch team, he will not comment on or vote on this matter.

F2526/22 MINUTES OF THE PREVIOUS MEETING

- a. **RESOLVE** to **APPROVE** minutes (previously circulated) of the previous meeting – *for signature by the Chair* The minutes of the previous meeting were approved, proposed by Cllr Mrs. S Hughes, seconded by Cllr Mrs. M Hughes MBE, agreed by all, duly signed by the Chair.

F2526/23 FINANCE

- a. **RECEIVE** and **CONFIRM** bank reconciliation, cashbook and budgets - *for signature by 2 members*. The bank reconciliation, cashbook and budgets were received and signed by two members as being accurate.
- b. **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members*. The accounts for payment were received and checked, signed by two members and approved on digital banking by two authorised signatories.
- c. **RECEIVE** progress report from Clerk and RFO – External Audit and public rights, MultiPay Card Limit update, VAT refund. The Clerk & RFO updated the meeting re progress on the External Audit which has now been completed with no issues reported. The new multi pay card limit has been applied and the VAT refund has been received.
- d. **RESOLVE** to **APPROVE** the request from the Speed Watch Team for new cameras and Dictaphone (£150 – see separate paper). It was **RESOLVED** to **APPROVE** this request, proposed by Cllr Mrs. S. Hughes, seconded by Cllr Mrs. Anne Huges MBE, agreed by all.
- e. **RECEIVE** and **APPROVE** payment of nationally negotiated pay deal for 25 to 26. The information was **RECEIVED** and **APPROVED** proposed by Cllr Mr. P Pyke, seconded by Cllr Mrs. S Hughes, agreed by all.

F2526/024 NEXT MEETING – 1st September 2025 at 10:00.

Close of meeting