

Minutes of the SPC Finance Committee held on Monday 18th July 2022 at 7pm at the Civic Hall, Uppermill.

Present: Councillors : S. Al- Hamdani (SA-H) (Chair)
H. Bishop (HB), G. Sheldon (GS)
K. Phillips (KP), L. Dawson (LD),
R Knotts (RK), B. Lord (BL)
RFO : JD Price (JDP)

516. Apologies for Absence (1)

517. Absent (1)

J Hudson (JH)

518. Declarations of interest (2)

None

519. Minutes from FC Meeting on 11 May 2022 (3)

One matter arising was raised by KP, namely had the Energy Audit (EA) been recommended to the Assets Management Committee (AMC). GS advised that the AMC had not actually met since the last FC meeting but he would ensure that the EA would be raised at the next meeting.

These minutes plus those from 14th January were signed by the Chair at the meeting. (SA-H)

520. Internal Audit and AGAR/Final Accounts Status (4)

JDP presented 3 documents to the meeting, namely

1. Internal Audit Report 2021-22
2. Annual Governance Statement 2021-22
3. Financial Statements 2021-22

1. JDP advised that the Internal Audit has now been completed successfully and signed off by our auditor Naomi Goddard at Town Parish Audit. The only issue raised was that when the SCP budget is approved and noted in the relevant council meeting minutes that both the relevant absolute annual net cost figure together with the agreed precept should also be noted too.

2. The Annual Governance Statement was reviewed. It was noted that the 2 'No' answers at sections 1 and 4 are a result of missing the External Audit submission deadlines both last year and this year.

3. The Financial Statements 2021-22 were reviewed

All 3 documents were approved by the meeting and recommended for approval by the full council meeting to be held on Monday 25 July 2022. This latter

approval is a prerequisite to both publishing the documents publicly and also submitting to the External Auditors.

521. Planning Consultancy Provision (5)

Following a brief discussion regarding sourcing a replacement for the consultancy advice previously supplied by Geoff Willerton, it was agreed that this subject is actually outside the scope of the Finance Committee and instead should be agreed at the next Planning Committee meeting.

522. Banking Arrangements (6)

JDP outlined background information, namely that SCP currently bank with Nat West. However recently it has been very difficult to contact NW for even the resolution of minor issues. Things have come to a head recently when they quoted 4 working weeks to change the current bank mandate (ie removal of previous Clerk Sharon Hibbert, the addition of JDP as RFO and new Clerk Karen Allott from 22 August 2022).

JDP requested and got approval from the meeting to begin research into other banking providers, potentially Virgin Money who provide banking for the Greenfield Satellite Centre and seem much better than NW in terms of accessibility and query resolution. They may also offer free business banking (compared to Nat West who charge c£100/year). At least one other bank will also be considered to give a fair comparison to Virgin Money.

523. Salary Payment Date (7)

JDP gave background information, namely that SCP staff are paid on the 15th of the month following the month just worked – eg salary payment on 15th July was for June month. It is proposed that the payment date is brought forward to the 28th of each month worked, potentially from August or September. Actions before this were agreed as follows :

1. JDP to check his contract to see if there is any specific mention of salary payment date (checked since meeting and there IS a clause that mentions payment in arrears on the 15th of each month)
2. JDP to take soundings from SCP staff to gauge the appetite for the change
3. The Staffing Committee will need to be consulted to agree the change if required and also changes to relevant contract clause.

514 Items for next Agenda (9)

None

515 Next Meeting Dates (9)

Thursday 8th September 2022 and Thursday 6th October both at 7pm