

KEYNSHAM TOWN COUNCIL

Minutes of the Finance & Policy Committee meeting held on Tuesday 20th June 2023 at 7.00 pm in The Space

PRESENT: Councillors S Alenshasy, M Burton, C Davis, C Fricker and A Wait
(Chair)

IN ATTENDANCE: Dawn Drury – Town Clerk

45. APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr C Leonard.

46. DECLARATIONS OF INTEREST

Councillor A Wait declared an interest in respect of any matters relating to KeynshamNow.

47. DISPENSATIONS

There were none.

48. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Finance & Policy Committee meeting held on 13th June 2023 (previously circulated) be confirmed as a true record.

49. PUBLIC PARTICIPATION

There was none.

50. STATEMENT OF INTERNAL CONTROL 2023-2024

RESOLVED:

That it be recommended to full Council that the Statement of Internal Control for 2023-2024 be approved and signed by the Chairman of Keynsham Town Council at the meeting on 20th June 2023.

M. C. But

51. 2023/2024 BUDGET WITH ACTUAL 2022/23 END OF YEAR FIGURES

RESOLVED:

To receive and note the 2023-2024 budget with actual 2022/23 end of year figures.

52. BUDGET MONITORING REPORT – YEAR END – MONTH 12

RESOLVED:

That it be recommended to full Council that the year end Budget Monitoring Report be approved at the Town Council meeting on 20th June 2023.

53. MOVEMENT TO AND FROM GENERAL & EARMARKED RESERVES

RESOLVED:

- (i) That it be recommended to full Council that the closing balance of earmarked and general reserves as at 31st March 2023, including transfer surpluses, be approved.*
- (ii) That it be recommended to full Council to note the proposed list of earmarked reserves to support the current year's expenditure and that there are no drawdowns for this current financial year.*

54. ANNUAL BANK RECONCILIATION

RESOLVED:

That it be recommended to full Council that the Annual Bank Reconciliation for submission to the External Auditor be approved.

55. STATUTORY BALANCE SHEET– 2022/2023

RESOLVED:

That it be recommended to full Council that Balance Sheet 2022/2023 be approved and signed by the Chairman of Keynsham Town Council at the meeting on 20th June 2023.

56. STATUTORY INCOME/EXPENDITURE STATEMENT 2022/2023

RESOLVED:

That it be recommended to full Council that the Statement for Publication be approved and submitted to the External Auditor, at the Town Council meeting on 20th June 2023.

57. ANNUAL RETURN 2022/2023 – ACCOUNTING STATEMENTS

RESOLVED:

That it be recommended to full Council that the Accounting Statements for 2022/2023 be signed by the Chairman of the Town Council at the Town Council meeting on 20th June 2023.

58. ANNUAL RETURN 2022-2023 – ACCOMPANYING SCHEDULES

RESOLVED:

- (i) That it be recommended to full Council that the Schedule of Significant Variations be approved at the Town Council meeting on 20th June 2023.
- (ii) That it be recommended to full Council that the Reserves Reconciliation with reference to Boxes 7 and 8 be approved at the Town Council meeting on 20th June 2023

59. CONFIRMATION OF DATES FOR THE NOTICE OF EXERCISE OF PUBLIC RIGHTS

RESOLVED:

That it be recommended to full Council that the dates of 23rd June 2023 – 4th August 2023 be approved for the Notice of Exercise of Public Rights.

60. DATE OF NEXT MEETING

RESOLVED:

- (i) That the next meeting is Tuesday 18th July 2023 at 7.30p.m. in the Town Council Office.
- (ii) To note the change of time of this meeting from 6.30p.m to 7.30 p.m. due to a clash with an important B&NES Planning meeting that some Councillors are attending.

The meeting finished at 7.20 p.m.

Signed

M. C. Bullock

Chairman

18/7/23

Date

