



# BRANTHAM

## Parish Council

MINUTES of the Finance Committee Meeting held on Wednesday 23rd April 2025 at 7.30pm at Brantham Village Hall

Present: Cllrs Obsen, (Chair), Bridgeman, Cherry & Clark  
In Attendance: Sarah Keys (Clerk/RFO), Fiona Coley (Assistant Clerk)

### FC 04.25.01- APOLOGIES FOR ABSENCE

- a) Committee to receive apologies – None
- b) The Committee to consent to apologies received – N/A

### FC 04.25.02 - MINUTES

To consider and approve the minutes of the Finance Committee meeting on 26<sup>th</sup> March 2025 – the Committee agreed that the minutes were approved, **Propose MB, LC 2<sup>nd</sup> aif – EO abstained**. The minutes were duly signed by the Chair.

### FC 04.25.03 - ACTIONS

- a) To review progress of highlighted actions from previous month – see below:

Minute no.	Action	Dismissed/ Ongoing
FC 03.25.05	To put updated Finance Regulations as circulated by SALC on the PC agenda	Completed
FC 03.25.08	Purchase 2 larger dog bins for Cinder Path and Brooklands Road	Completed
FC 03.25.10	Write to Village Hall and inform them of the decision.	Completed

### FC 04.25.04 - BANK RECONCILIATION

- a) To confirm completion of a bank reconciliation – Noted.
- b) To discuss any issues arising from the reconciliation – Full bank reconciliation will be completed before the next PC meeting.

### FC 04.25.05 – AUDIT (PAPERS TO FOLLOW)

- a) To note and review the Internal Audit Report for 2024-25 from SALC (if received) – Noted and EO praised the Clerk for producing a very comprehensive report. MC stated that the General Reserves Policy has not been reviewed since 2022, Clerk advised that it is on the May agenda.
- b) To receive and approve the Asset Register for the year ending 31st March 2025 - £615,039.48 approved
- c) To approve the Statement of Accounts for Brantham Parish Council for the year ending 31st March 2025 - approved

### FC 04.25.06 - CONTRIBUTIONS

- a) To note contributions/grants expenditure committed to date (PAPER 1) - None
- b) To consider any requests received from local groups in line with the BPC Contributions policy and to agree an appropriate donation from Brantham Parish Council – none received

### FC 04.25.07 - COMMUNITY INFRASTRUCTURE LEVY

- a) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects (PAPER 2) – Noted
- b) To consider/agree allocation of funds to any other potential projects going forward - Agreed



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## FC 04.25.08 - BRANTHAM VILLAGE HALL 2024-2025

- a) To note the 2024-25 Statement of Accounts for Brantham Village Hall - Noted

## FC 04.25.09 – REQUESTS FOR PROJECTS FROM BPC COMMITTEES/SUB-COMMITTEES

- a) To consider/approve any requests for projects and funding necessary from BPC Committees, Sub-Committees and Groups - none
- b) To consider/agree any other next steps as necessary

## FC 04.25.10 – ANY OTHER BUSINESS

The Clerk has asked that consideration is given to adopting the Cycle to Work Scheme – To be put on May's agenda.

Meeting Closed: 19.30

## FC 04.25.11 - DATE OF NEXT MEETING

Wednesday 28<sup>th</sup> May 2025 7PM at Brantham Village Hall.

**SIGNED.....DATED.....**

### **ACTIONS**

Minute no.	Action	Who
FC 04.25.10	Cycle to work scheme to be put on May's agenda	Clerk