**MINUTES OF THE MEETING OF BELBROUGHTON AND FAIRFIELD PARISH COUNCIL FINANCE COMMITTEE HELD ON MONDAY 22ND MAY 2023, 7.30PM VIA VIDEO CONFERENCE FACILITY**

**Present**

**Parish Councillors Public**

Cllr. Pawley There were no members of the public

Cllr. Mabbett (Chairman) in attendance

Cllr. Wilkes

Clerk: Ruth Mullett

**381/23 ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

It was unanimously **RESOLVED** to elect Cllr. Mabbett as Chairman and Cllr. Wilkes as Vice Chairman.

**382/23 APOLOGIES**

Apologies were received from Cllr. Gibbs and Cllr. Davies and reasons for absence approved by all Councillors.

**383/23 DECLARATIONS OF INTEREST**

None

**384/23 DISPENSATIONS REQUESTED**

None

**385/23 MINUTES OF THE PREVIOUS MEETINGS**

It was unanimously **RESOLVED** to approve the minutes of the meeting held on 20th March 2023.

**386/23 BANK RECONCILIATIONS**

A monthly bank reconciliation had not been carried out as we are awaiting the Internal Audit Report before the year-end can be completed on QuickBooks. The Committee agreed that Cllr. Mabbett would conduct the next reconciliation procedure for the March Finance Committee.

**387/23 INTERNAL AUDIT**

This item was deferred awaiting the Internal Audit Report.

**388/23 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23**

As above.

**389/23 ACCOUNTS FOR PAYMENT**

It was unanimously **RESOLVED** to agree the accounts for payment circulated to all councillors.

**388/23 MAINTENANCE WORK**

* Clerk confirmed that a new Maintenance Contractor, Peter Jukes had now been secured on a zero-hour contract.
* It was unanimously **RESOLVED** to commence looking for grant funding streams for Fairfield Recreation Ground circular path and other items included in the plan for the area.
* It was agreed to obtain quotes to replace the three benches in the Millennium Garden at Fairfield Recreation Ground. Cllr. Wilkes to obtain quotes for recycled material benches and Clerk to obtain quotes for oak.
* It was agreed to place on the next agenda an idea of maintenance expenditure for the forthcoming year.
* To place on the next agenda agreement to set up a Working Party for Fairfield Recreation Ground.

**389/23 FINANCIAL PLANNING AND INVESTMENT STRATEGY**

It was unanimously **RESOLVED** to approve the Financial Planning and Investment Strategy for 2023/24.

**390/23 PARISH COUNCIL ACCOUNTING SOFTWARE**

As the QuickBooks desktop version is no longer compatible it was unanimously **RESOLVED** to move to the online version at a cost of £1.00 per month for the first twelve months then £24.00 a month thereafter.

**391/23 FAIRFIELD COMMUNITY SHOP WORKING PARTY**

It was agreed to table this at Full Council.

**392/23 DATE OF NEXT MEETING**

The next meeting will be held on Monday 19th June 2023, 7.30pm via Zoom.

The meeting closed at 20.32.

To be agreed as a true record by the Finance Committee

Signed ……………………………………