



**Minutes of the Finance Committee Meeting of St Arvans Community Council
held in the Meeting Rooms, St Arvans on Tuesday, 17th October at 5.00pm**

ATTENDANCE: Cllrs A Clay, R Edwards, P Farley (Chair), B Howells.

IN ATTENDANCE: Mrs L Allen RFO

MEMBERS OF PUBLIC: 0

APOLOGIES: 0

F2310.01 Election of Chair and Vice Chair

Nominations were sought.

Resolved:

That Cllr P Farley be elected as Chair and Cllr A Clay be elected as Vice Chair of the Finance Committee.

F2310.02 Declarations of interest in item(s) on the agenda

None.

F2310.03 Apologies

None.

F2310.04 Public Session

No members of the public were present.

F2310.05 Half-year budget monitoring (April – September)

Members received and noted the finance position at the half year point to end of September 2023.

F2310.06 Budget considerations for 2024/25

Members reviewed the budget for 2024/25 and made general adjustments to budget titles to clearly describe what the budget was allocated against.

F2310.07 Internal audit finance checks

- i. Members noted that the quarter 1 (April – June) and 2 (July – September) internal finance check have been completed.
- ii. Members were advised that the asset register only needs to be reviewed annually and not quarterly.

Resolved:

That the Clerk and one other Councillor undertake a review of the assets prior to the financial year-end.

F2310.08 Appointment of Internal Auditor

Members considered the quotes received for internal audit services.

Resolved:

To appoint Microshade VSM as the Community Council's Internal Audit provider for the financial year 2023/24 at a cost of £165 + VAT (*Accounts & Audit (Wales) Regulations 2014*).

F2310.09 Items for next meeting

Budget 2024/25

F2310.10 Date of next meeting

The next meeting of the Finance Committee will be held on Friday, 28th November 2023 at 5pm in the Meeting Rooms, St Arvans and via Webex.

Signed Chair _____ Date _____

The meeting closed at 5.45pm.