

Minutes of the Fressingfield Parish Council Finance Committee meeting held in Sancroft Hall, Fressingfield on Wednesday 14th February 2024 at 2pm

Present: Councillors Hilary Day, Garry Deeks, Tom Lindsay and Nick Stolls.

Also in attendance: Andy Parris, clerk to the council and responsible finance officer (RFO).

- 1 The Chair welcomed everyone to the meeting.
- 2 Absence: All committee members attended the meeting.
- 3 Members' declarations of interest: There were none.
- 4 Notification by councillors of any lobbying related to an agenda item: There had been none.
- 5 Public forum: No members of the public attended the meeting
- 6 The committee reviewed the external auditor's report for 2022-23. (This report can be read by following [this link](#).) The committee discussed technical observations made by the auditor concerning how transfers from the council's current account to its savings account are recorded. The committee ascertained that the auditor's advice can be easily followed for future audits.
- 7 The committee reviewed the assertions on section one of the Annual Governance and Accountability Review (AGAR). It will recommend that the full council can agree to assertions 1-8, and that assertion 9 does not apply to Fressingfield.
- 8 The committee reviewed its statement of internal controls. It discussed and approved changes that take into account how any emergency actions are authorised. An example of this was the council having a new fence and gate built at the cemetery.
- 9 The committee discussed how the council's assets are valued. It noted that assets acquired this year (e.g. speed indicator devices) have been added to the [asset log](#) so that it up-to-date.
- 10 The committee discussed how questions about council finances will be part of the interviews for a new clerk/RFO.

There being no further business, the meeting closed at 3.10pm.

Signed:



Chair

Date 20.2.24.