

## Finance and General Purpose Committee Meeting

on Tuesday 25th June 2024, 5.30 pm,  
at Library, Marston Drive, Kingshurst, B37 6EY

**Committee Members:** Cllr L Cole, Cllr L Browning, Cllr J Edwards, Cllr D Cole.

**Members present:** Cllr D Cole, Cllr L Cole, Cllr Browning.

Members of the public: (Cllr MF)

Paula Coyle  
Clerk to Kingshurst Parish Council

### Minutes

#### Action.

<b>1.</b>	<b>Appointment of Committee Chairman and Committee for 2024-2025.</b>	
<b>1.1.</b>	Election of F&GP Chairman.  <b>Resolved:</b> Cllr L Browning, was elected as KPC Finance chairman 2024/25	
<b>1.2.</b>	<b>Co-option to F&amp;GP Committee.</b>  <b>Resolved:</b> Cllr S Daly, Cllr J Kimberley, were Co-opted onto the Finance committee.	
<b>2.</b>	<b>Welcome and Housekeeping</b>	
<b>2.1.</b>	General housekeeping.  Chair/L/B adjourned at 5.35pm, to allow Cllr Edwards 5 minutes Meeting resumed at 5.40pm.	
<b>3.</b>	<b>To receive apologies.</b> No apologies were received.	
<b>4.</b>	<b>To receive members' declarations of disclosable (pecuniary and other) interests.</b> None	
<b>5.</b>	<b>To receive and consider member's dispensation requests if any.</b> None	

<p><b>6.</b></p> <p><b>6.1.</b></p>	<p><b>To approve the Minutes of the last Finance Committee Meeting held on 11<sup>th</sup> April 2024.</b></p> <p><b>Resolved:</b>That the Minutes from 11<sup>th</sup> April 2024 were accepted and signed as a true record.</p>	
<p><b>7.</b></p> <p><b>7.1.</b></p> <p><b>7.2.</b></p>	<p><b>Financial regulations 2024/25</b></p> <p>To Approve Kingshurst Parish Council Financial regulations 2024, new amendments have been updated.</p> <p><b>Resolved:</b> Financial Regulations 2024/25 have been updated.</p> <p>Financial regulations to be presented and minuted at full council meeting (11/07/24).</p> <p><b>Resolved:</b> Financial Regulations 2024/25,to be approved at full council.</p>	
<p><b>8.</b></p> <p><b>8.1.</b></p>	<p><b>Basic Financial Controls</b></p> <p>Information only (attachment 1.)(Please read prior to the meeting)</p> <p><b>Resolved:</b> All members have be alerted to the financial controls for 24/25</p> <p>Attachment on the Finance Agenda.</p>	

9.	<p><b>Finance</b></p>	
9.1.	<p>Accounts for year 23/24 have been sent all members, To confirm the accounts are open to public viewing  <b>Resolved:</b> All members have confirmed KPC accounts are open to public viewing 03/06/2024 to 15/07/2024; <b>AGAR</b> has been signed off by Full Council.</p>	
9.2.	<p><b>Finance Report</b>  Reconciliation Report and Bank Statements for April and May (sent on email prior to meeting).</p> <p><b>Overview Report for Full Council Meeting:</b>  The following reports have been shared with all Cllrs  1. Bank Statement (CSV file to enable printing for Cllr Daly)  2. Reconciliation for April and May</p>	
9.3.	<p><b>To approve: The payments for April and May.</b>  <b>Resolved:</b> Payments for April and May have been approved.  <i>Cllr Daly asked for a named vote, Cllr Daly abstained, Cllr Kimberly abstained, Cllr Cole voted Cllr Browning voted and Cllr L Cole voted.</i></p> <p>The accounts balance as at 26/05/2024 was £81,711.03  April spend 7401.74  April income – 30217  May spend : 8343.56  May income 3202.69</p>	
9.4.	<p><b>To confirm: Internal Audit Report</b>  The internal Audit report has been received for year 2023/24, send to all Councillors on the 26/06/24</p>	
9.5.	<p><b>External Audit – Moore (update from RFO)</b></p> <p>The long awaited External Audit report year 22/23, will be shared with all members at the full council meeting on the 11th July.</p>	

<b>10.</b>	<b>Items for consideration at Full Council Meeting</b>	
<b>10.1</b>	Finance report <b>Resolved:</b> Finance report	
<b>10.2.</b>	Payments from April- May. <b>Resolved:</b> Payments for April May 2024 will be shared with full council 11th July 2024.	
<b>11.</b>	<b>Public Participation</b> To adjourn to allow public participation for 15 minutes. Residents are requested to give their views and question the Parish Council on items on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Full Council Meeting itself None	
<b>12.</b>	<b>Exclusion of public and press</b> To consider the exclusion of the public and press from the discussion of confidential items under section 1 Public Bodies (Admission to Meetings) Act 1960	
<b>13.</b>	<b>Date of the Next Meeting</b>  A gentle reminder was handed out to members (Corporate body)  Meeting finished at 5.55pm	

**A local(Parish) council is a corporate body:** a legal entity separate from its members. It is a collective decision-making body; its decisions are the responsibility of the whole of the council. All the councillors have equal rights and responsibilities, even the chair or councillors who also sit on a principal authority are no more important than any other member.

This means that councillors do not have any authority as individuals.

In short, no councillor can act alone or speak on behalf of the council without first being formally granted the authority to do so by that council.