



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
NEWARK
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at **6.30pm** on **Wednesday 17th April 2023** in the Function Room of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs D Batey (Chair), G Lake, L Shilling (ex-officio), B Wells

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

Apologies and reasons for absence: Cllrs M Pringle for personal reasons, A Brazier and L Brazier for work

Resolved: that these apologies be accepted.

Declarations of Members Interests: None

Declarations of any intentions to record the meeting: None

FA/24/08 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 13th March 2024

The minutes, having previously being circulated, were signed as a true and correct record.

FA/24/09 Finance & Audit:

1. To agree and sign the bank reconciliation and bank statements for Months 12

The bank reconciliation and bank statements for all accounts for Months 12 of 2023/2024 were tabled, inspected and signed by the Chairman as being concurrent.

2. To confirm the dates set for the period for the exercise of public rights

The Clerk confirmed that the dates for the period for the exercise of public rights would be the dates that had been suggested by the External Auditor:

Monday 3 June – Friday 12 July 2024

3. To receive a preliminary report on year end finances for 2023/24

The Clerk reported that income had been higher than expected, expenses were at 94.7% showing good accounting processes.

Following discussion the Clerk was instructed to set up an Earmarked Reserve for tree works and the underspend of £3,000 be moved across for future tree works.

4. To receive the Internal Audit report for 2023/24

The Clerk reported that the Internal Auditors interim report had been received and it was noted that the Council had been given a very good report.

The Clerk informed members that the Internal Auditor was extremely thorough carrying out his role.

Cllr Batey as Chairman of F & A had been invited to meet the Internal Auditor during his inspection and confirmed that in his opinion the gentleman was very competent, professional and thorough.

All underspent monies have now been moved over to the agreed EMR's as agreed at the previous meeting.

5. To note S106 information

The Clerk reported that she had received updated information from the District Council regarding S106 monies and tabled the report.

6. To consider expenditure relating to urgent works at Central Park

The Clerk updated members on the quotation received in the sum of £37,500 for the urgent works required to footpaths at Central Park.

Works had also been agreed to include all timber to be removed from the skate park ramps as a matter of urgency. The park would remain closed until this work had been carried out and the area made safe.

FA/24/10 Human Resources

1. To receive an update from the Clerk on general staffing matters

The Clerk reported that there was currently one member of staff on long term sick leave who was due back to work in the next few weeks and a further member of staff who was on sick leave.

The Town Hall staff team are all at work.

FA/24/11 Date & Time of Next Meeting

Wednesday 5th June 2024 at 6.30pm