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**Minutes of the Finance Committee meeting held on Tuesday 14<sup>th</sup> March 2023 at the Cleobury Country Centre commencing at 7pm.**

**Present:**

Cllr Geoff Hainsworth, Cllr Debbie Brown and Cllr Guy James.  
Finance Officer: Mrs D McBride.

Chair, Cllr Hainsworth welcomed everyone to the meeting.

**03.01.23F Democratic 15 minutes Public Time**

There were no members of the public present.

**03.02.23F Apologies for absence**

Cllr J Greaves – unwell.

**03.03.23F Declaration of interests**

The Committee noted Cllr Brown's interest in the Food Bank finances as she is the Food Bank Coordinator. Cllr James has been involved with the Neighbourhood Development Plan Steering Committee.

**03.04.23F Minutes of the Finance Committee meeting held on Wednesday 18<sup>th</sup> January 2023**

The Minutes from the Finance Committee meeting held on Wednesday 18<sup>th</sup> January 2023 were approved and duly signed by the Chair.

**03.05.23F Matters arising from the Minutes**

There were no matters arising which were not covered by this Agenda or recent Council meetings.

**03.06.23F 2022-23 accounts year-to-date**

**(a) Accounts 2022-23**

1. The Receipts and Payments account was reviewed. The year-end forecast figures had been updated and it was noted that the CIL Local Fund money had now been received. The new bus shelters and street light upgrades will be paid in the next financial year. The Finance Committee approved the Receipts and Payments as presented and this was duly signed by the Chair.
2. The Bank Reconciliation and Petty Cash Account were reviewed as being correct and signed.
3. The Ear-Marked Reserves were reviewed. It was agreed to allocate £4,750 from Neighbourhood Fund towards the cost of the two new bus shelters. The remaining sodium streetlights need to be changed to LED and the street light inventory updated accordingly by Prysmian to ensure we are paying the correct electricity rates. The unspent grant for the Neighbourhood Plan may have to be returned and re-applied for if we are not permitted to extend the grant period. The Festival funds were topped up recently from the general reserve by the Town Council. It was noted that Cllr Greaves is in contact with the Festival Organiser and a Working Group meeting is expected soon.

**(b) Food Bank**

1. The Food Bank funds which the Town Council manage were reviewed and approved.
2. The Food Bank Petty Cash spreadsheet which the co-ordinators manage was reviewed and approved by the Finance Committee.

**03.07.23F Future Agenda items**

There will an update on the streetlights upgrade and status of the inventory at the next meeting.

**03.08.23F Date of the next Finance Committee meeting**

The next Finance Committee meeting will be held on Monday 19<sup>th</sup> June 2023 at 7pm at the Cleobury Country Centre.

**Meeting closed at 7.41pm.**

**Signed Chairman:**

**Date:**