

**Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday 18th September 2023 at 7:05pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Cllrs present: Chair S May, Mrs L Dalby, A MacPherson, Mrs L Massey, R Patient & Mrs M Weir.

F 23/12 Receive apologies for absence:

Cllr R Gardner had given apologies.
Members received the apologies tendered.

F 23/13 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Registrable Interest:

on any matter on the agenda for 18th September 2023:

Cllr Mrs L Massey made a declaration by virtue her spouse was a regular contractor for Council.

Members **accepted** the declarations made.

F 23/14 Public Forum:

One member of the public was present.

F 23/15 Approve Minutes of the meeting held on the 22nd May 2023 and to approve the destruction of the notes in respect of that meeting:

It was **resolved** that the minutes from the meeting held on 22nd May 2023 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

F 23/16 Action Update List (September 2023):

23/16.1 Council had signed up to a 3-year Long Term Agreement (LTA) with Hiscox insurance. Members agreed to close the item.

It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

A member of the public entered the chambers at 7:08pm.

F 23/17 Financial Report – August 2023:

Clerk reported that at month five, Council's overall budget was 40% spent; Finance was 45% spent, General Purposes was 34% spent and Parks was 36% spent.

There were no questions, and it was **resolved** that Members accepted the Financial Report.

F 23/18 Notice of completion of External Audit Report for 2022-23:

Members gave praise to the office for another successful audit.

Members received and noted the External Audit Report for 2022-23.

F 23/19 Notification of completion of Q1 financial checks by Cllrs Mrs J Strubel and M Strubel – no issues arising:

Members noted the completion of the Q1 financial checks.

- F 23/20 Robert Sudbury Trust – request that two trustees (Rector of St Mary’s Church and Cllr S May) be added as cheque signatories for the Robert Sudbury Trust bank account with Barclays Bank:**
It was **resolved** that the Rector of St Mary’s Church (Rev. Nick Rowan) and Cllr S May be added as cheque signatories.
- F 23/21 Grant applications:**
a) Ashingdon & East Hawkwell Memorial Hall – refurbishment of ladies’ toilets:
It was **resolved** that a grant of £1k be awarded to the AEHM for the purpose of the refurbishment of the ladies’ toilets.
b) BASICS Essex
It was **resolved** that a grant of £500 be awarded to BASICS Essex.
- F 23/22 Summary of Decisions:**
- Rector of St Mary’s Church (Rev. Nick Rowan) and Cllr S May to be added as cheque signatories for the Robert Sudbury Trust bank account.
 - Grant of £1k to be awarded to the AEHMH for the refurbishment of the ladies’ toilets.
 - Grant of £500 to be awarded to BASICS Essex.

The Chairman declared the meeting closed at 7:14pm

Chairman