

KERRY COMMUNITY COUNCIL AGENDA PACK AND NOTES
Cyngor Cymuned CERI /KERRY Community Council – Serving the villages of Kerry, Sarn and Dolfor
 Clerk: Ria Roberts, Oak Cottage, Sarn. SY16 4HG. Phone: 01686 671275

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MINUTES— FINANCE & GOVERNANCE SUB COMMITTEE MEETING held on THURSDAY 16th MAY 2024 - 19.00 to 19:30 remotely.

In accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1, extended by Local Government Act 1972 Section 100, the meeting is open to the public to attend as observers except where excluded (during the whole or part of the proceedings) by resolution of the Community Council by reason of the confidential nature of the nature of the business to be transacted.

1.	Welcome by Chair, Attendance, Apologies for Absence and Remote Meeting Etiquette
	Attendance: Chair - Cllr C Seal (Kerry), Cllr D Lush (Kerry). Absent - Cllr B Pryce (Sarn) Minutes taken by Clerk. Members of the public - none
2.	Declaration of Interest of any items on the agenda
	None
3.	Matters Arising
a.	Committee reviewed insurance renewal questionnaire for main council approval. – Sub-committee approved draft without amendments to be circulated to main council for annual meeting.
b	Committee reviewed progress on the Finance & Governance Toolkit for Community Councils and status of prioritised actions (15/02/2024) for FY 24/25, as follows: <ul style="list-style-type: none"> • Updated Standing Orders utilising the OVW Model Standing Orders – Sub-committee approved draft without amendments to be circulated to main council for annual meeting. • Review Councils current Code of Conduct – Sub-committee approved draft without amendments to be circulated to main council for annual meeting. • FOI Policy/ Scheme of publication – Sub-committee approved draft without amendments to be circulated to main council for annual meeting. Cllr Lush recommended checking with full council that all councillors had separate email addresses for council business only and to provide Cllrs with the KCC GDPR Checklist at the Annual Meeting. • Ensure that committees/ sub committees have terms of reference and are published on the website – Finance & Governance Sub Committee TOR on website. Clerk to liaise with Amenities Committee. • Scheme of delegation as appropriate for the Council – Part of Model Standing Orders - Sub-committee approved draft without amendments to be circulated to main council for annual meeting.
c	Reviewed draft Financial Reserves Policy for 24/25.- Sub-committee approved draft without amendments to be circulated to main council for annual meeting.
d	HSBC Authorisation progress. – Clerk to update Sub-Committee – Clerk to process Cllr D Lush user w/c 20 th May.
4.	Visits, Meetings & Correspondence related to Finance/ Governance
	30 th April 2024 email - Internal Auditors completed Audit and report for 23-24 – sub-committee to reviewed - Sub-committee approved draft without amendments to be circulated to main council for annual meeting.
5.	Quarterly Finances Progress (Q1 24-25) – Approval of Clerk Report
	Reviewed transactions and financial commitments to date – Bank Reconciliation to 30/04/2024 & Transactions to date circulated with Agenda Pack. Sub-committee approved transactions/ Bank reconciliation without amendments to be circulated to main council for May ordinary meeting.
6.	Items Arising for next meeting

Meeting ended 19:21

Approved by:

Date:

Any member of the public wishing to attend in person/ via telephone/remotely and/or address the Council in Welsh, please contact the clerk as above and supply any questions via email.

Agenda Pack for the meeting & copies of draft/ approved Minutes are available from our website at
www.kerrycommunitycouncil.gov.uk

* Although KCC works in conjunction with PCC as consultants, it has no authority to grant planning permission.