

SITLINGTON PARISH COUNCIL
Minutes of the
FINANCE COMMITTEE MEETING
On Monday 2nd June 2025
At
Parish Office
2.00pm

Present: Cllr Fearnside, Cllr Myers

In attendance: Parish Clerk -Julia Talbot

Recommendations

- The committee proposed to add £2,000 from the NVH budget to support with cashflow

1/625.Welcome and apologies

No apologies received.

2/625.Members' Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

None declared

3/625.Public Admissions to Meetings Act (1960)

To consider, if thought fit, a resolution under the terms of the Public Admissions to Meetings Act (1960) to exclude members of the public and press from any item which may be of a confidential nature of the business being transacted.

4/625.To approve the minutes of the last meeting Monday 28th April 2025 as a true and accurate record.

The committee approved and duly signed by the chair

5/625.To receive an update on the last meetings recommendations.

- To proceed to Cranberry IT solutions as delegated by the PC at the last ordinary meeting and for the councillor to also have Microsoft 365/outlook email and IT support
- Pay the clerk the under payment from April salary due to changed deductions in salary.
- £276 to be transfer to the NVH account from the remaining budget.

6/625.Audit of invoices and Bank Statements

6.1-To review invoices for May 2025 and internal controls to be carried out accordingly.

Cllr Fearnside carried out the internal audit.

6.2-Sign all the finance software paperwork for April 2025.

7/625.To review Bank reconciliation to date.

7.1-To review bank reconciliation for 31/05/2025

Clerk to follow up with Cambridge and County letter about the interest for last year

8/625.Budget

8.1-To receive an update on budget. (30/04/25)

9/625.To consider a request from Netherton Village Hall for the Parish Council to transfer £2,000 of the budget funds to support cash flow.

The committee proposed to pay £2,000 of the budget.

10/625.Grant applications

10.1-To receive any grant applications

11/625.Correspondence

12/625.Date and Time of Next Meeting

To arrange the date and time of the next meeting.

Monday 30th June 2025 Parish Office 6.30pm

Julia Talbot -Clerk to Sitlington Parish Council