

**SITLINGTON PARISH COUNCIL**  
**Minutes of the**

**FINANCE COMMITTEE MEETING**  
**On Tuesday 1<sup>st</sup> July 2025**  
**At**  
**St Lukes Church Hall, Overton**  
**6.30pm**

**Present:** Cllr Allott(chair)Cllr Fearnside, Cllr Myers, Cllr Ingham

**Recommendations**

- For NVH to pay for the caretaker's salary from their account now the funds from their PC budget have been received.
- May finance software to be signed at the August meeting.

**1.Welcome and apologies**

The Chair welcomed the meeting

**2.Members' Declarations of Interest**

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

None were declared.

**3.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.

No members of the public present.

**4.To approve the minutes of the last meeting Monday 2 June 2025 as a true and accurate record.**

The minutes of the last meeting dated Monday 2<sup>nd</sup> June were agreed as a true and accurate record and duly signed by the chair.

**5.To receive an update on the last meetings recommendations.**

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

**6.Audit of invoices and Bank Statements**

a-To review invoices for June 2025 and internal controls to be carried out accordingly.

Internal controls were carried out by Cllr Myers and agreed as a current record.

b-Sign all the finance software paperwork for May 2025.

The clerk confirmed that the figures need adding to the software. To be action at the next meeting.

**7.To review Bank reconciliation to date.**

a-To review bank reconciliation for 30/06/2025

The bank reconciliation was noted and approved as a correct record against the bank statements.

**8.Budget**

8.1-To receive an update on budget. (31/06/25) Noted

**9.To consider and agree paying the NVH caretaker wage through the PC account until cash flow has improved, then reclaim all payments back from NVH.**

It was agreed now the £2,000 has been added to the NVH account from their PC budget that salaries should continue to be paid from their account.

**10.Grant applications**

10.1-To receive any grant applications

No grant application received.

**11.Correspondence**

None received.

**12.Date and Time of Next Meeting**

To arrange the date and time of the next meeting.

6.30pm Finance Monday 4<sup>th</sup> August Parish Office