

ASH-CUM-RIDLEY PARISH COUNCIL

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green,
Longfield, Kent, DA3 8JZ. Telephone: 01474 702760 email: info@acrpc.org.uk

14 February 2023

Dear Councillor

You are invited to attend a meeting of the Finance Committee which will be held on **Tuesday 21 February 2023** in the Viewing Gallery of Ash Green Sports Centre commencing at **7.00pm** when the following business will be transacted.

Yours faithfully

A de Jager

Alison de Jager
Clerk to the Council

AGENDA

1. **Apologies for absence.**

2. **Declarations of Interest**

3. **Minutes**

To approve the minutes of the meeting held on 08 November 2022. (attached)

4. **Parish Council**

(Appendix Pink)

4.1 Current Financial position.

4.2 To initial the current reconciled bank statement.

4.3 To approve the payment of the grants authorised by the Parish Council in the 2023/24 budget as follows:

- Ash Green Sports Centre up to £15,000.00, as required.
- Thursday Lunch Provision running costs up to £3,519.00.

4.4 To authorise the payment of the following accounts by direct debit for the year 2023/24:

- British Telecom
- Iris Payroll
- The Peoples Pension
- Veolia

4.5 To authorise the use of the Parish Council charge card for the purchase of items on-line for the Parish Council and Sports Centre with a limit of £500 in any one month for the year 2023/24.

4.6 To authorise the monthly payment of the following by Business Charge Card for the year 2022/23:

- Microsoft Office 365 for the Clerk and Assistant Clerk in the amount of £18.80, plus VAT
- Zoom licence in the amount of £11.99

4.7 To give consideration to the quotes received for a new telephone contract and alternative solution.

4.8 To review the Financial Risk Assessment, attached.

4.9 To review the Effectiveness of the System of Internal Audit, attached.

4.10 To review the Financial Regulations, attached.

Circulation: Cllrs Brown, Brammer, Fishenden, Manley, Ngwenya, Nightingale and
Assistant Clerk/Finance Officer

5. **Sports Centre**

(Appendix Blue)

5.1 Current Financial Position

5.2 To initial the current reconciled bank statement.

5.3 Sports Centre Budget review.

5.4 To authorise the following payments by Direct Debit for the year 2023/24:

- Charges relating to the provision of card payment facilities.

6. **Date of next meeting:**