

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

09 February 2022

Dear Councillor

You are invited to attend a meeting of the Finance Committee which will be held on **Tuesday 15 February 2022** 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 07 November 2021. (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 2022/23 budget as follows:

- Ash Green Sports Centre up to £15,000.00 as required.
- Thursday Lunch Provision running costs up to £3,400.00

4.4 To authorise the payment of the following accounts by direct debit/standing order for the year 2022/23:

- British Telecom,
- Iris Payroll
- the People's 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 2022/23.

4.6 To authorise the use of the Parish Council charge card by the cook for the purchase of ingredients for the Thursday Lunch Provision for the year 2022/23

4.7 To authorise the monthly payment of Office 365 for the Parish Clerk and Assistant Clerk in the amount of £18.80 plus VAT by Business Charge Card.

4.8 To review the Effectiveness of the System of Internal Audit – the committee is requested to consider how it wishes to review the effectiveness of the system of internal

audit for 2022/23. Review document attached with the Scope of Audit and statement on Internal Control.

- 4.9 To carry out a review of the Financial Risk Assessment. (attached)
- 4.10 Financial Regulations – the Committee is requested to consider how it wishes to review the Financial Regulations. Review document attached.
- 4.11 To note that the Internal Audit will be carried out on 17 May 2022.

5. **Sports Centre**

(Appendix Blue)

- 5.1 Current Financial Position
- 5.2 To initial the current reconciled bank statement.
- 5.3 Sports Centre Budget 2022/23 update
- 5.4 To authorise the payment of the following accounts by Direct Debit for the year 2021/22
 - Barclaycard
 - Take Payments

6. **Date of next meeting:**