

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

02 February 2021

Please note: Due to the COVID-19 social distancing restrictions, the Finance Committee will meet virtually via Zoom, in accordance with the Coronavirus Act 2020, clause 78(2). Members of the public wishing to attend the meeting should contact the Clerk.

Dear Councillor

You are invited to attend a virtual meeting of the Finance Committee which will be held on **Tuesday 09 February 2021** 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 27 October 2020. (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 2021/22 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 2021/22:
 - British Telecom,
 - Iris Payroll
 - the People's Pension.
 - 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 2021/22.
 - 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 2021/22
 - 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.

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

- 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 2020/21. Review document attached with the Scope of Audit.
- 4.9 To carry out a review of the Financial Risk Assessment. (attached)
- 4.10 To approve the review of the Financial Regulations carried out by Cllr V Ngwenya. (Financial Regulations circulated with the October 2020 Agenda)
- 4.11 To note that the interim internal audit did not take place due to COVID-19 restrictions.

5. Sports Centre

(Appendix Blue)

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

6. Dates of future meetings: