



Colnbrook with Poyle Parish Council Finance & Policy Committee

Minutes of meeting for **the Parish Finance & Policy Committee held at Colnbrook Village Hall on Tuesday 24th September 2024** at 7:30pm.

Minutes for the meeting of the Parish Committee members Present: Councillors (Cllr) Bartlett (In the Chair), Brenner, Gipps

Also Present: Cllr Buchanan, Whitrod, Evans

Officer Present: No officer was present at the meeting, Cllr Brenner took the minutes.

Members of the Public: 0

Minutes

1. Welcome

Cllr Bartlett welcomed all present to the meeting.

2. Apologies: To receive and approve apologies for absence.

Cllr Smith advised was running late, would do all he could to attend meeting. No other apologies received.

3. Minutes: To receive approve and sign the minutes of the meeting held on 20th August 2024

RESOLVED: that the minutes of the meeting held on the 20th August 2024 be approved as a true record. Cllr Bartlett proposed, seconded by Cllr Gipps

a) Matters arising

b)

3. Bank Accounts: To receive an update on adding additional signatories to the account.

Cllr Bartlett advised that there had been some delay in submitting the forms but that they were now with the bank.

4. Payment Lists: To consider the payment lists for approval and to note any payments made since the last meeting

- Request from A2Z Ground and Property to cancel the cheque issued as the payee needed changing. Cheque returned and will be filed, new cheque will be issued at the next full Parish meeting (£800 for the PC Noticeboards)
- HAGS SMP Lte ref Rec Maintenance £42.00 to be paid at next full Parish Meeting
- Sparks Welding Services - ref drop bolts for Rec gate £168.00 to be paid/cheque to be written at next full Parish Meeting.
-

5. To receive an update on the internal Audit 2023-24

- i) Cllr Bartlett thanks Cllr Brenner for liaising with and finalising the Annual Return 2023-24 documents that the internal auditors required and details they had requested accordingly.

ii) To confirm the notice of audit and right to inspect governance & accountability return for 2023/24 to be posted

This document as proposed by Cllr Bartlett and seconded by Cllr Gipps, Cllr Brenner to post on the website accordingly

6. Any other matters for information only - none

7. Chairman's correspondence - none

8. Meeting concluded 8.00pm