



Colnbrook with Poyle Parish Council

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Slough
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Finance and Policy Committee Meeting

Minutes

Minutes of meeting for the Finance and Policy Committee meeting of Colnbrook with Poyle Parish Council held at Colnbrook Village Hall on Tuesday 28th January 2025 at 8pm.

Present: Councillors Bartlett (Chairman), Gipps (Vice Chairman), Smith, Brenner, and Julie Flenley (Locum Clerk).

Members of the Public Present: 5

1. Representations from members of the public

None received. Locum Clerk noted for the record.

2. Apologies: To receive and approve apologies for absence

Apologies were received from Cllr John. Locum Clerk noted for the record.

3. Declarations of Interest

Cllr Smith declared an interest in budget items as Leader of Slough Borough Council. Locum Clerk noted for the record.

4. Minutes: To approve and sign the minutes of the meeting held on 26th November 2024

Cllr Bartlett proposed that the minutes from 24th November were agreed. Seconded by Cllr Smith. Agreed unanimously. Locum Clerk noted for the record. Minutes were duly signed by Cllr Bartlett. Locum Clerk to receive when she is next in attendance.

a) Matters arising

None noted.

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

The Locum Clerk noted that she had finalised an application to Unity Trust Bank and required information from the agreed signatories (Cllrs Bartlett, Bedi, Smith, Brenner and Evans) in order to facilitate the opening. No paperwork had been received as yet, but a chaser phone call would be made and updated to follow.

One account will remain with the Co-Operative Bank until Thames Valley Police conclude their investigations on the recent fraud.

6. Budget progress – to discuss the draft budget for 2025-2026 with a recommendation to February full council

The Locum Clerk updated councillors on budget progress and the draft budget for 2025-2026. A number of suggestions from councillors were discussed and adopted from the draft budget which would be put forward as a recommendation to full council in February, with a final decision on precept amount from Slough Borough Council to follow from the Locum Clerk.

An informal meeting was arranged for 3rd February with Cllrs Evans, Brenner, Buchanan and Bartlett, to go through the cheque stubs, invoices and bank statements in order for the council to understand fully the budget v spend for 2024/25. Rialtas would be recommenced in April for the new financial year and reports would duly follow from there.

- 7. To agree to appoint Susan Cook as Internal Auditor to Colnbrook with Poyle Parish Council for 2024/25.**
The Locum Clerk noted that the previous auditor was Susan Cook. However, she also noted that Mark Mulberry from Mulberry & Co. had experience in the sector and felt that he would be in a better position to advise the council going forward. Councillor Bartlett, upon the Locum Clerk's advice moved to appoint Mark Mulberry from Mulberry & Co as the parish council auditor for 2024/25 given the lack of audit which has been completed for 2023/24. Seconded by Cllr Brenner. Agreed unanimously. Locum Clerk noted for the record and would appoint in advance of year end.
- 8. Any other matters for information only**
None noted.
- 9. Chairmans correspondence**
Cllr Bartlett noted that none had been received.
- 10. Items for inclusion on the agenda of a future meeting**
- Budget v Spend & forecasts to year end
 - Banking update
- 11. Date of next meeting**
- 25th February 2025

Chairman's signature.....