**Minutes of Finance Committee Meeting – 12th April 2022**

**Present:** Cllr M Woods, Cllr P Morris, Cllr A Parrington and Clerk

1. **Apologies for Absence** – Cllr T Sexton
2. **Matters Arising**

(i) The Clerk had produced the cash book and bank reconciliation up until 31st March 2022. These were reviewed, agreed and signed by Cllr Woods.

(ii) The Clerk confirmed that she was preparing the paperwork for the Internal Audit and was scheduled to drop it off in a couple of weeks:

(iii) Three Year Plan – The Clerk distributed a draft three year plan for the financial year 2022/23. It was highlighted that the budget would be tighter this year due to the cost of the election and increased electricity costs. In addition, all works are now more expensive due to recent increased materials costs. Whilst there will be a saving on the Clerks salary due to the new Clerk starting on the bottom of the salary scale, this will be offset as there will be a time when both Clerks are paid for the handover period. **Action: Clerk to circulate Three Year Plan to full Council for agreement.**

(iv)The Clerk confirmed that funding was again being provided by WCBC which should full fund the cost of the Community Agent.

(v) Finance Committee – It was agreed that additional members will be required to join the Finance Committee due to Cllr Sexton standing down and to ensure a quorum of three at meetings.