



## Kimberley Town Council

Minutes of a meeting of the **Finance Committee** held on **Thursday 18<sup>th</sup> July 2024**, in the Parish Hall starting at 14.00.

**Present:** Cllr S Boneham Cllr S Cunney Cllr N Doherty Cllr J Dymond - Vice Chair  
Cllr T Mason - Chair  
Council Officers: J Robertson - Responsible Finance Officer  
Members of the Public: One

F/24/020 **Appointment of Vice Chair**

It was resolved that Cllr J Dymond be appointed as Vice Chair for the year 2024/2025.

F/24/021 **Apologies for Absence**

No apologies, all present.

F/24/022 **Declarations of Interest**

None declared.

F/24/023 **Minutes of Finance Committee**

The minutes of the Finance meeting 23<sup>rd</sup> May 2024, having been circulated to all Councillors, were taken as read and noted. The meeting adopted the minutes as a true and accurate record and they were signed by the Chair.

F/24/024 **Public Question Time**

None.

F/24/025 **Quarterly Income and Expenditure Report**

The report was reviewed and discussed. No areas of concern.

F/24/026 **Finance Regulations**

The updated NALC 2024 Financial Regulations were reviewed. The Financial Regulations will be reviewed annually and will be reviewed alongside the NALC master copy. This is due to the fact some sections may become relevant/appropriate to the Council in the future, i.e. forecasting and charities.

Agreed to take the Financial Regulations to Full Council for adoption.

- F/24/027      **Statement of Internal Control**  
The above statement was reviewed. A couple of amendments were made to the policy.  
It was resolved to take the amended Statement to Full Council for approval.
- F/24/028      **Grant Policy**  
The new Grant Policy was reviewed. A couple of amendments were made.  
It was resolved to take the amended Grant Policy to Full Council for adoption.
- F/24/029      **Grant Application Form**  
The new Grant Application form was reviewed.  
It was resolved to take the Grant Application Form to Full Council for adoption.
- F/24/030      **Investment Policy**  
The new Investment Policy was reviewed.  
It was resolved to take the Investment Policy to the Full Council for adoption.
- F/24/031      **Fixed Asset and Valuation Policy**  
The adopted Fixed Asset and Valuation policy was reviewed. No amendments were made.  
It was resolved to take the current policy to Full Council for approval.
- F/24/032      **Budget timelines**  
The RFO proposed the timelines for the production of the 2025/2026 budget. The following timeline was resolved:  
An email will be sent to all Councillors for their input on Monday 2<sup>nd</sup> September 2024. The deadline for responses will be the 11<sup>th</sup> October. The RFO will produce the first budget with Councillors input and take to the October Finance Meeting for consideration. This will then be taken to the November Full Council Meeting for review. The final deadline for Councillors/Chairs of Committees will be 10<sup>th</sup> December 2024. The RFO will then take the updated budget to the Finance Committee in January 2025. The final draft budget will be taken to Full Council in January 2025 for approval.
- F/24/033      **Dates of Next Meetings**  
Full Council - Thursday 25<sup>th</sup> July 2024  
Events - 5<sup>th</sup> September 2024  
Estates and Environment - 12<sup>th</sup> September 2024  
Full Council - 26<sup>th</sup> September 2024

F/24/034

**Exclusion of Public and Press**

**RESOLVED** that, under Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.

**No Excluded Items.**

There being no further business, the Chair thanked Councillors for their contributions and closed the meeting at 15.04.