

Wing Parish Council

Minutes

of the Finance, HR and Legal Committee meeting held on Wednesday 11th January 2023 in the Parish Council Office, Charlotte Cottage, Leighton Road, Wing.

Members present: Cllrs John Lomas (Chairman), David Kellner, Louise Tabiner-Crush, Phil Cronshaw and Sanchia Davidson.

Public: 0

Clerk: Claire Power

Start Time: 8.00pm

F22.39 Chairman's Welcoming Statement

Councillor Lomas welcomed everyone to the meeting.

F22.40 Governance

F22.40.1 Apologies for Absence

To receive apologies for absence from Members.

No apologies were received.

F22.40.2 Declaration of Interests from Members on Agenda Items

To receive declarations of personal and/or prejudicial interests from Members in matters on the agenda.

No declarations of interest were made.

F22.40.3 Dispensations

To receive dispensations for Members to speak and/or vote on items on the agenda in which they hold a declared personal and/or prejudicial interest(s).

No dispensations were received.

F22.41 Previous Minutes

To resolve that the minutes of the Finance, HR and Legal Committee meeting held on Wednesday 14th December 2022 be signed as correct.

Resolved: The Committee resolved that the minutes of the Finance, HR and Legal Committee meeting held on Wednesday 14th December 2022 be approved for signature as an accurate record of proceedings.

F22.42 Quarter 3 2022-23 Actual Spend verses Budget

Review the Quarter 3 actual spend verses budget.

Discuss any budget adjustments and agree any recommendations for the Full Council to consider.

The budget was reviewed line by line and any variances were discussed.

Resolved: To make a recommendation to the next Full Council meeting that no adjustments be made to the current budget.

F22.43 Accounting Software

To discuss moving the Council from excel based accounting to an accounting software package to accommodate changing from Receipts and Payments accounting to Income and Expenditure accounting.

The specification for an accounting software package were discussed and the Responsible Finance Officer and Councillor Lomas will look at various packages available ranging from Parish Council specific packages to general accounting packages. The Chairman will look to call an extraordinary Finance, HR and Legal Committee meeting in February for the Committee to consider the researched options.

F22.44 Date of Next Meeting

The next meeting is to be held on Tuesday 18th April 2023.

Close of meeting: 9.25pm