

Minutes of the meeting of the **Finance and Staffing and Policy Committee** held on Tuesday 14 May 2024, commencing at 10.00am at The Pavilion in the Park, Victory Park.

Present: Councillors

Dave Dale  
Adrian Cross  
Gavin Lindsay  
Clive White

In Attendance: Jeni Marshall - Clerk

Apologies: Deb Balster

**FSP016/24** To receive apologies  
Apologies were received from Councillor Balster

**FSP017/24** To approve the minutes of the last meeting of the Committee  
The minutes of the last meeting of the committee (16/04/24) were approved and duly signed by Councillor Dale (Vice Chair)

**FSP018/24** To receive any declarations of interest  
None received

**FSP019/24** To receive any representations from member of the public  
None present

#### Finance & Policy matters

**FSP020/24** To verify and sign the bank reconciliation and original bank Statements  
This item was deferred to the next meeting.

**FSP021/24** To receive the financial report and consider expenditure in line with the budget (Financial Status Comparison Report)  
The report was considered and approved.

**FSP022/24** To approve and note invoiced income and expenditure transactions from 9 April- 9 May  
The income transactions were noted, and the expenditure transactions approved for payment.

**FSP023/24** To review Councils internal controls  
Members reviewed the Check list and resolved not to make any amendments

**FSP024/24** To agree a Councillor to carry out Internal controls  
Councillor White agreed to carry out the check.

**FSP025/24** To approve renewal of membership to the National Allotment Society  
The membership was approved

**FSP026/24**

To confirm the date and time of the next meeting  
The next meeting is scheduled for the 18 June 2024

Signed

Dated