



PATELEY BRIDGE TOWN COUNCIL
The Council Chamber, King Street
Pateley Bridge, HG3 5LE

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**DRAFT MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 18TH JANUARY
2022 AT 4.30PM IN THE COUNCIL CHAMBER**

Present: Councillor Anson (Chair), Councillor Holt, Councillor Leggett and Councillor Skaife

In attendance: Laura Jowett, Town Clerk

2122/14 To accept apologies

None, all were present.

2122/15 Councillors' Declarations of Interest and Consideration of Dispensations

None

2122/16 Minutes of the Meeting held on the 19th October 2021:

Resolved to approve the minutes of the meeting held on the 19th October 2021

2122/17 Internal Controls

a. To carry out internal controls for the period 01/10/2021-31/12/2021

Bank statements were cross referenced with the minutes, cashbook and invoices. The internal control checklist was checked by the committee and completed and signed by Councillor Holt.

b. To review the effectiveness of internal controls and make a recommendation to Full Council

The Finance Committee reviewed the effectiveness of internal controls and resolved to recommend the review to the Full Council.

2122/18 Budget monitoring

To receive and consider a budget monitoring report to 31st December 2021 (Quarter 3)

The budget monitoring report for the third quarter was received and considered. It was noted that the Council's spending is within budget and as would be expected at this point in the year. The Committee noted that there is a significant underspend in the floral display budget heading and **resolved** to recommend to the Full Council that these funds are considered for the tree work which had previously been identified.

2122/19 Bank reconciliation

To receive a bank reconciliation to the 31st December 2021

The bank reconciliation was received and noted.

2122/20 Internal audit

To consider the effectiveness of internal audit and consider making a recommendation to Full Council

The Committee received information about reviewing the effectiveness of Internal Audit and **resolved** to recommend that the Council review its internal audit arrangements and receive and consider quotes for this service.

2122/21 Dates of next meetings

To consider dates for the next meeting

The next meeting of the Finance Committee will be held on Tuesday 19th April 2022 after the Annual Town Meeting.

DRAFT