



HADDENHAM Parish Council

Parish Council Office, Banks Park, Banks Road, Haddenham, Buckinghamshire HP17 8EE
Phone: 01844 292411 Email: clerk@haddenham-bucks-pc.gov.uk

DRAFT MINUTES **INFORMAL FINANCE AND GOVERNANCE COMMITTEE**

Monday 18th July 2022, 7.43pm
Held remotely via Zoom

Joining remotely via Zoom:

Councillors: Cllr. Brown, Cllr. O'Hanlon (Chair), Cllr. Sharp and Cllr. Truesdale

Non-committee members: Cllr. Kidby and Cllr. Thawley

Deputy Clerk: Mrs Marsden

Assistant Clerk: Ms. Griffiths

Members of the public: 4

F23 12 APOLOGIES

Apologies were received and accepted from Cllr. Smith. No apologies for absence were received from Cllr. Wheeler.

F23 13 DECLARATIONS OF INTEREST

None.

PUBLIC PARTICIPATION

There were no requests to participate.

F23 14 MINUTES

The minutes of the meeting held on 6th June 2022 will be signed at the next formal Finance and Governance committee meeting, scheduled for 24th October 2022.

F23 15 FINANCES

- (i) Review of the finance reports for Q1 2022 was deferred.
- (ii) Review of the budgets for 2022-23 was deferred.
- (iii) It was AGREED to RECOMMEND delegating the review of the accuracy of the bank reconciliations at 30th June 2022 to Cllr. O'Hanlon.
- (iv) A report on spending to date on the Tibbs Road Pavilion was received. Cllr. O'Hanlon requested that future spending reports display the original budget, where current spending is against it and the reason for any changes.
- (v) It was noted that there will need to be a prior year adjustment to the Annual Return for 2021/22 due to a VAT accounting error identified.

F23 16 ACTION PLAN MONITORING

The Parish Council's action plan for 2022-23 will be reviewed at the next meeting of the Finance and Governance committee.

F23 17 UPDATE ON AMALGAMATION OF HADDENHAM CHARITIES

It was noted that a quote for legal fees of £8,000 - £12,000 for the next stage has been received.

Cllr. Truesdale reported that another meeting has been held with the solicitor. A report on the existing governing documents for the charities in the proposed amalgamation and what the Charities Act 2011 permits has been received. A draft constitution has been produced for a new Charitable Incorporated Organisation (CIO) incorporating the existing individual charities as well as a draft application for a Charity Commission Scheme. There are clauses that don't apply to a Parish Council acting as sole trustee that are usually required by the Charity Commission for a CIO. This is likely to require some discussion with the Charity Commission.

F23 18 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

Cllr. O'Hanlon requested that an agenda item be added for the next meeting to change the name of this committee back to Finance and General Purposes.

F23 19 DATE OF NEXT MEETING

Monday 24th October 2022.

F23 20 CONFIDENTIAL ITEMS

None.

CLOSURE OF THE MEETING

The meeting closed at 8.05pm.

Signed: _____
Chair

Date: 24th October 2022