



Winnersh Parish Council

Winnersh Community Centre
New Road, Sindlesham, Wokingham
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Minutes of the **FINANCE AND GENERAL PURPOSES COMMITTEE** meeting
held on **Tuesday 25TH APRIL 2023 at 7.30pm**
at the Winnersh Community Centre

Councillors Present: Cllrs Southgate (Chairman), Bray, Fishwick, Green & Harper

Officers: Marcia Milsom, Parish Clerk
Kerry Simpson, Assistant Parish Clerk

1. APOLOGIES FOR ABSENCE

None received.

2. DECLARATIONS OF INTEREST

Cllr Bray declared an interest in item 4 – Donations and Referrals.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 17th January 2023 had been approved and signed at the Council meeting on 21st March 2023. **Noted**

The Assistant Parish Clerk's report with updates on matters arising from previous meetings was attached at Appendix 1. **Noted**

4. DONATIONS AND REFERRALS

- i. One grant application had been received from Parenting Special Children which was considered. The committee agreed to defer the application until the next meeting to enable the APC to gather further information.

ACTION: APC

- ii. There were no referrals from other committees.

5. DEBTORS

An update on the outstanding balances was attached at Appendix 2. **Noted**

The Clerk advised that the APC had carried out a considerable amount of work to reduce the aged debtors.

6. Q4 ACCOUNTS

The income and expenditure and balance sheet reports to 31/03/2023 were attached at Appendix 3. **Noted**

The Clerk advised that there were some minor amendments to be made prior to the Year End close down. The revised reports would be circulated to F&GP members. It was **RESOLVED** to recommend that the Q4 accounts be accepted.

ACTION: APC

7. AUDIT

The 2021/2022 AGAR was signed and returned by PKF Littlejohn with the following 'except for' matters:

- The AGAR has not been signed in accordance with the Accounts and Audit Regulations 2015:
Section 2 was not signed by the Responsible Finance Officer before approval.

The Clerk is aware that section 2 of the AGAR must be signed prior to approval of Council and will ensure this process is carried out correctly for 2022/2023. **Noted**

8. POLICIES AND PROCEDURES

The Clerk advised that a review of current Policies was underway and updates would be brought to future meetings. **Noted**

9. SOLAR

A report from Cllr Harper was attached at Appendix 4. **Noted**

10. CORRESPONDENCE

None received.

11. DATE AND TIME OF THE NEXT MEETING

The next meeting was **AGREED** as Tuesday 25th July 2023 at 7.30pm.

The meeting closed at 8.02pm.