

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING AGENDA

Committee members are hereby summoned to

The Finance and Staffing meeting of Rotherfield Peppard Parish Council

on Monday 11th April 2022 at 7.00pm

at the Sports Pavilion, Stoke Row Road, Peppard Common.

1. Apologies – To receive apologies for absence
2. Declarations of interest – To receive any declarations of interest from Councillors
3. Full review and approval of 2021/22 Accounts and Cash book/ invoices for Trustee CAF account
4. Full review and approval of 2021/22 Accounts and Cash book/invoices for Parish Council UTB account
5. Discussion and approval of significant Variances for Audit 2021/22
6. Confirmation that 1st Half 2022/23 Precept has been paid
7. Approval and confirmation that there are 3 employees, 2 Village cleaners and 1 Parish Clerk/RFO and that Pensions/ Salaries/ PAYE and NI will continue through Autela and Nest for 2022/23
8. Approval for Councillor Allowances for Elected Councillors for 2022/23 for Chair £200 and Councillor £160 and for non-elected Councillors expenses on receipt/invoice for a ream of paper and set of ink cartridges, as per 2021/22
9. Clerk is concerned that there is no External audit information back from Moore Stephens for 2019/20 and 2020/21. For part of the form we need to sign “we took appropriate action on all matters raised in reports from internal and external audit” this is not available
10. Retrospective approval from F&S committee that internal audit is to be done with E Cooper as per 2020/21 and 2019/20
11. Matters for future meeting

Meeting scheduled to finish at 7:30pm. Meeting timings are approximate. All papers will only be available on the website.

Agenda signed by *JAskin*

Public and press are welcome to attend. For the purpose of accurate Minute taking, this meeting will be recorded. The recording will be deleted once the Minutes have been approved – usually at the next Council meeting.