

KESGRAVE TOWN COUNCIL

Minutes of the Finance and Governance Committee meeting, held on 2 September 2024 at the Town Council office

Councillors present:

Cllr N Beecroft-Smith
Cllr A Comber
Cllr R Gibson
Cllr G Lynch
Cllr J Ogden (Chair)
Cllr A Skinner

Officers present:

J Abbott – Town Clerk
A Dougall - Responsible Financial Officer (RFO)

1. **Welcome and Apologies for Absence** – Cllr Ogden welcomed all those present, no apologies.
2. **Declaration of Interests** – none.
3. **Minutes of the last Meeting** held on the 4 March 2024, the Committee received, considered and agreed following the vote.
4. **Clerks/Officer Report/Update** –
J Abbott reported: -
 - Thank you for the grants that have been received from the Citizens Advice East Suffolk (CAES) and Kesgrave Kestrels Football Club.
5. **Members of the Public** – none present.
6. **Bank Reconciliation for July 2024** – These were received, considered and agreed following the vote.
7. **Receipts and Payments for July 2024** – These were received, considered and agreed following the vote.
8. **Detailed Income and Expenditure to 31 July 2024** – The report was received and agreed.
9. **Trial Balance for July 2024** – The Committee reviewed and noted the report.
10. **Flagstone Deposit Account** – A Dougall presented the summary flowchart to accompany the procedure notes and requested that Cllr Skinner, as a new member of the F & G committee, to have read-only access to the Flagstone Account. All agreed, following the vote.

11. **Other/Urgent Communications** – J Abbott received a late application from a Kesgrave sixth form student requesting a grant towards her residential trip to the Shamwari Game Reserve in South Africa to help preserve the natural wildlife/volunteer in the local community in July 2025. Following discussion and vote, it was agreed that the request did not meet the requirements of the KTC Grant Policy, i.e., in the case of an individual, to benefit the Kesgrave community, especially as there will be a group from the school hoping to travel. It was suggested that a table at the Kesgrave Market would be available at no charge for the student to use to help raise funds and an opportunity to run an event at the regular Tea Party.
12. **Date of Next Meeting** – Monday 14 October 2024 at 7.15pm in the Council Chamber, Town Council Offices.
13. **Agenda Items for Next Meeting** – Forward funding requests for the 2025/26 Budget to A Dougall.
14. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – none present.

Agenda items 15 and 16 were then discussed in the CONFIDENTIAL part of this meeting.

this part of the meeting finished at 7.30pm

Chairman..... Date.....