

**Minutes of the Meeting of Hemsby Parish Council Finance Committee held on
Tuesday 22nd November 2022 at 7.30pm at Hemsby Pavilion**

Present: Mark Kern
Keith Kyriacou (from 7.06pm)
Angie Bennett
Catherine Moore, Responsible Financial Officer; Kerrie Wilton, Parish Clerk

Also present: None

1. Apologies

Apologies for absence were received from Scott Bensly.

2. Declaration of Interest for items on the agenda

None.

3. Minutes of the meeting held on 7th June 2022

The minutes of the meetings were **agreed** as an accurate record and would be signed by the Chairman.

4. Review Draft Budget 2023/24

The draft budget was reviewed. It was **agreed** to recommend a precept of £91,910, Band D £63.83, 2.41%, proposed by Mark Kern, seconded by Keith Kyriacou, all in favour.

5. Update on Internal Audit Matters

- Update Standing Orders on website with 2022 version – completed
- Financial Regulations on website with 2021 version – Kerrie Wilton to complete
- Strategic / Forward plan - completed
- Reconciliation between Asset Register and Insurance Schedule - completed
- Reconciliation from 2021 to 2022 on Asset Register - completed
- Review of Internal Controls – completed June 2022 meeting
- Review adequacy of Fidelity Insurance - £250,000 covered

6. Date of Next Meeting

The next meeting would be in June and would look at the internal audit and annual return.

The meeting closed at 8.25pm

CHAIRMAN