

Clerk: Mrs. Yvonne Murray
 Telephone (01223) 618619
 Email: Clerk@girton-pc.gov.uk
 Website: <https://www.girton-cambs.org.uk>

The Pavilion
 Girton Recreation Ground
 Cambridge Road, Girton
 Cambridge, CB3 0FH

NOTICE of MEETING: GIRTON PARISH COUNCIL
MEETING Finance Committee
DATE & TIME: Thursday 19th January at 8.15pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

Members: 5 + 2 Ex Officio **Vacancies:** 3 **Quorum:** 3

MINUTES

Agenda Item	Item Description	Action/ Power
Members: Cllr Muston (Chair), Cllr Hayat (Vice Chair) Cllr, Blom. Present: Yvonne Murray (GPC Clerk) Members of Public: None		
22/22	Welcome from the Chair	
22/23	To Receive Apologies and Reasons for Absence Cllr Marshall, Cllr Williams	
22/24	To Receive Members' Declarations of Interest and Dispensations None	
22/25	Public Participation No members of the public	
22/26	To Approve Minutes of Finance Committee: 22 nd June 2022, 10 th March 2022 Approval – 22nd June 2022: Cllr Muston approved. Cllr Carney seconded. Unanimous approval. Note: Cllr Carney confirmed he could only speak to the part of the meeting at which he was present. Amended Approval – 10th March June 2022: Cllr Muston approved. Cllr Carney seconded. Unanimous Approval. Amended Motion: Cllr Muston, as the only member attending the 10 th of March 2022 approved the minutes as an accurate record. This was the motion approved.	Approved
22/27	Matters arising from Previous Meetings (<i>for information only</i>)	For Information
22/27.1	Action List	
22/27.2	Any other Matters arising – A chance to raise any comments/concerns on previous agenda items. Cllr Carney noted that all Council members would be made signatories (See Dec 14 th Meeting, Agenda item 22/201.6) and asked if all members were to be made signatories on all accounts. GPC Clerk stated that was the intent.	Noted

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	<i>GPC Clerk checked December 14th meeting. Item 22/201.6 was approved as below: To approve all Councillors as signatories for Girton Parish Council Bank Accounts. (Page 62)</i>	
22/28	Business items requiring a decision, or consideration by the Committee	For Decision
22/28.1	<p>Committee to approve Mission, Vision & Terms of Reference (including Scheme of Delegation)</p> <p><u>Amended Approval:</u> <i>Cllr Carney approved. Cllr Blom seconded. Unanimous Approval.</i></p> <p><u>Amended Motion:</u> Committee to approve Terms of Reference and to delegate Mission & Vision statement to Finance Chair & GPC Clerk.</p>	Approved
22/28.2	<p>Committee to review capital budgets for 2023/2024 and agree possible projects.</p> <p><u>Approval:</u> <i>Cllr Carney approved. Cllr Hayat seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u> Committee reviewed the items for the Finance Budget. All of these were operational. GPC Clerk pointed out the VAT Registration item which remained unresolved. Committee then discussed options around VAT Registration. Cllr Carney raised that VAT Registration had been discussed some time ago. GPC Clerk agreed but there had been no approval on commissioning advice. Actions for GPC Clerk: to provide details on previous conversation and to carry out exercise to estimate the impact of VAT Registration for GPC Income and Expenditure. Cllr Hayat stated that his initial feeling is that GPC should go with VAT Registration. Cllr Hayat believes our costs are cheap at the moment. However, it might not be the right time due to the economic climate.</p>	Approved
22/28.3	<p>Committee to undertake Review of Budgets</p> <p>Committee reviewed the projects that had been submitted by all GPC Committees over the last two evenings. Committee noted that all Capital projects requested this year would be approved by Full Council using the Capital Bid process. The Finance Committee would evolve the Capital Bid process with the RFO during this year.</p>	Noted
22/28.4	<p>Committee to set recommended Precept Request 2023/2024 for Full Committee meeting on 25th January 2023</p> <p><u>Approval:</u> <i>Cllr Carney approved. Cllr Blom seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u> The Finance Committee reviewed all 10-year plan detail provided by RFO including Income & Expenditure, Precept History and the Tax Factor information provided by SDCDC. Recommendation approved by Finance Committee for submission to Full Council on 25th January 2023 for 2023/2024 from £139,648 to £150,025 from South Cambridgeshire District Council (increasing annual payment on a Band D property from £73.59 to £74.51).</p>	Approved

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22/28.5	<p>Committee to confirm appointment of external auditor for 2022/2023 to 2026/2027 and fees.</p> <p>Auditor appointments for smaller authorities for the five financial years from 2022-23 to 2026-27</p> <p>SAAA announced the conclusion of its procurement process and the award of limited assurance review contracts for five years to the successful external audit firms on 30 November 2021.</p> <p>Responsibilities under the new contracts will relate to accounts for the financial year beginning on 1 April 2022. The details of your specific appointment by contract (County) area are listed below.</p> <p>Your Authority's Audit Appointment for 2022-23 to 2026-2027</p> <p>Your appointed auditor will be PKF Littlejohn LLP.</p> <p>Table1 - Scale of fees for bodies subject to limited assurance review</p> <table border="1" data-bbox="264 763 1366 1451"> <thead> <tr> <th data-bbox="264 763 644 844">INCOME/EXPENDITURE BAND (£)</th> <th colspan="2" data-bbox="644 763 1366 844">FEE FOR LIMITED ASSURANCE REVIEW (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="264 844 644 913">0 - 25,000</td> <td data-bbox="644 844 799 913">0</td> <td data-bbox="799 844 1366 913">(if a Certificate of Exemption is submitted)</td> </tr> <tr> <td data-bbox="264 913 644 949">0 - 25,000</td> <td data-bbox="644 913 799 949">210</td> <td data-bbox="799 913 1366 949">(if a LAR review is required)</td> </tr> <tr> <td data-bbox="264 949 644 985">25,001 - 50,000</td> <td data-bbox="644 949 799 985">210</td> <td data-bbox="799 949 1366 985"></td> </tr> <tr> <td data-bbox="264 985 644 1021">50,001 - 100,000</td> <td data-bbox="644 985 799 1021">315</td> <td data-bbox="799 985 1366 1021"></td> </tr> <tr> <td data-bbox="264 1021 644 1057">100,001 - 200,000</td> <td data-bbox="644 1021 799 1057">420</td> <td data-bbox="799 1021 1366 1057"></td> </tr> <tr> <td data-bbox="264 1057 644 1093">200,001 - 300,000</td> <td data-bbox="644 1057 799 1093">630</td> <td data-bbox="799 1057 1366 1093"></td> </tr> <tr> <td data-bbox="264 1093 644 1128">300,001 - 400,000</td> <td data-bbox="644 1093 799 1128">840</td> <td data-bbox="799 1093 1366 1128"></td> </tr> <tr> <td data-bbox="264 1128 644 1164">400,001 - 500,000</td> <td data-bbox="644 1128 799 1164">1,050</td> <td data-bbox="799 1128 1366 1164"></td> </tr> <tr> <td data-bbox="264 1164 644 1200">500,001 - 750,000</td> <td data-bbox="644 1164 799 1200">1,365</td> <td data-bbox="799 1164 1366 1200"></td> </tr> <tr> <td data-bbox="264 1200 644 1236">750,001 - 1,000,000</td> <td data-bbox="644 1200 799 1236">1,680</td> <td data-bbox="799 1200 1366 1236"></td> </tr> <tr> <td data-bbox="264 1236 644 1272">1,000,001 - 2,000,000</td> <td data-bbox="644 1236 799 1272">2,100</td> <td data-bbox="799 1236 1366 1272"></td> </tr> <tr> <td data-bbox="264 1272 644 1308">2,000,001 - 3,000,000</td> <td data-bbox="644 1272 799 1308">2,520</td> <td data-bbox="799 1272 1366 1308"></td> </tr> <tr> <td data-bbox="264 1308 644 1344">3,000,001 - 4,000,000</td> <td data-bbox="644 1308 799 1344">2,940</td> <td data-bbox="799 1308 1366 1344"></td> </tr> <tr> <td data-bbox="264 1344 644 1379">4,000,001 - 5,000,000</td> <td data-bbox="644 1344 799 1379">3,360</td> <td data-bbox="799 1344 1366 1379"></td> </tr> <tr> <td data-bbox="264 1379 644 1415">5,000,001 - 6,500,000</td> <td data-bbox="644 1379 799 1415">3,780</td> <td data-bbox="799 1379 1366 1415"></td> </tr> </tbody> </table> <p>Debate Highlights:</p> <p>GPC Clerk confirmed GPC cost for External Auditor would be £420 for this year. This is an increase of £20 from previous year</p>	INCOME/EXPENDITURE BAND (£)	FEE FOR LIMITED ASSURANCE REVIEW (£)		0 - 25,000	0	(if a Certificate of Exemption is submitted)	0 - 25,000	210	(if a LAR review is required)	25,001 - 50,000	210		50,001 - 100,000	315		100,001 - 200,000	420		200,001 - 300,000	630		300,001 - 400,000	840		400,001 - 500,000	1,050		500,001 - 750,000	1,365		750,001 - 1,000,000	1,680		1,000,001 - 2,000,000	2,100		2,000,001 - 3,000,000	2,520		3,000,001 - 4,000,000	2,940		4,000,001 - 5,000,000	3,360		5,000,001 - 6,500,000	3,780		Noted
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22/29	<p>To Receive Correspondence addressed to the Committee</p> <p>No Correspondence received.</p>																																																	
22/30	<p>To Approve Communication of items from this Agenda</p> <p>Approval: <i>Cllr Muston approved. Cllr Carney seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <p>Clerk to publish draft minutes on Girton Village Committee Website, Facebook, and Twitter.</p>	Approved																																																
22/31	<p>Date of next meeting(s): 13 April 2023</p>																																																	
Meeting Ended: 21:54																																																		