

Malvern Wells Parish Council

Councillors are **summoned** to attend the **Meeting of the Finance and Governance Committee (F&G)** at **Malvern Wells Village Hall Committee Room at 6pm Wednesday 4th December 2024.**



Acting Clerk for the meeting, Ella Wayman

28th November 2024

Email: clerk@malvernwells-pc.gov.uk Tel: 07988 427 507 Website: www.malvernwells-pc.gov.uk

Public participation

Residents are invited to give their views and ask questions on the agenda, or to raise issues for future consideration. Time allowed at discretion of the Chair.

Agenda

1. Apologies

To receive and consider apologies for absence.

2. Declarations of Interest¹

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- d) To Consider Written Requests from Councillors for the Council to Grant a Dispensation. (S33 of the Localism Act 2011)

3. Minutes

To consider, if agreed, **approve** the minutes of the previous Finance & Governance Committee meeting held on **30th July 2024** (circulated).

4. Matters Arising

5. Audit

- a) To **review** the internal auditor's report and **recommend** necessary action to Council.
- b) To **review** the external auditor's report and **recommend** necessary action to Council.

6. Bank accounts

- a) To **note**, new completed Nat West mandate for new signatories (finally approved 22.10.24) - Clerk, Cllrs. Pamela Stanier, Chrissie Gates, Janet Baker)
- b) To **note** a requested amendment on Nat West mandate 11.8.24 from 3 to 2 signatories to authorise, change primary contact and postal address to Clerk and MWPC PO Box.
- c) To **note** – despite new signatory status finally notified 22.10.24 – Clerk still unable to transfer reserve funds in Nat West Reserve account to higher interest account.
- d) To **note** that the Clerk has actioned formal Complaint to Nat West ref. no. PHO - 0395319124 and to **consider** a complaint to the Financial Ombudsman.

7. Budget

- a) To **review the** half yearly budget 2024/25 and **consider** any **recommendations** to Council.
- b) To **consider** a draft budget for 2025/26 for **recommendation** to Council.

8. Reserves

¹ Councillors who have declared a Disclosable Pecuniary Interest, or another Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, **must leave the room** for the relevant items unless a Dispensation has been requested/granted. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

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- a) To **review** the Council's reserves (as November 2024) and make any **recommendations** to Council.
 - b) To **review** the Council's investments (as October 2024)
 - c) To **consider** investment of reserves and to **recommend** a transfer to CCLA or other reserve fund to Council.
9. **Next Meeting dates**
To **agree** future 2024 Finance & Governance meeting dates for 2025.