



***DRAFT Minutes of the Limpsfield Parish Council Finance Committee  
held on 4 April 2023 at 6PM, St Peter's Parish Office***

*Attending:*

*Mark Wilson (Chair), Thomas Briggs, Laila Turner, John Thompson*

*Sophie Martin (Clerk)*

1. Apologies for absence  
Bernie de Haldevang
2. Declarations of Interest  
None
3. Minutes from Last meeting (November 2022 – draft minutes already online)  
No comments and agreed as circulated.
4. Note of Internal Audit date  
The internal audit is set for Monday 17<sup>th</sup> April 2023, 2pm. Accounts have been prepared and circulated to the Finance Committee.
5. Q4 FY23 / end of year accounts reconciliation for sign off  
Seen by committee and signed by Clerk and Chair, Mark Wilson for approval / note at LPC Meeting on 11/4/23.
6. Completion of AGAR 3  
Draft AGAR Circulated AGAR with supporting documents including summary of reserves, explanation of variances and Box 3 explanation – high reserves due to earmarked funds. Agreed for internal audit.
7. VAT reclaim for Q4 (including YFS reclaim for Limpsfield Way)  
As circulated, we will reclaim £1,421.80 for Q4 FY23. To be submitted.
8. Overview of expenditure for 2022-2023  
Most items are under budget and we are in a very good position with some key projects underway or completed.  
Staffing over budget, due to Clerk's backdated pension and salary increase.

To Note – the £2,400 earmarked fund for the Limpsfield way should be marked as an accrued sinking fund to build up a fund for the next few years. MW to note at upcoming LPC meeting.

9. Overview / any updates of 2024 budget

CAAMP budget to start again for 2023-4 given situation with ironstone. £10K to be earmarked.

SM to double check what was agreed for 23/24 footpaths in November 2022. MW believes £4K was allocated.

CIL account, need to keep a tight rein on the CIL account money until we can see whether we will need it for parking. It has been confirmed by TDC that we can use CIL money for the purchase of any land, but not for legal / conveyancing expenses. Limpsfield Way should be noted in the budget an annual accrual to create a sinking fund for LW/CR maintenance.

SM to double check all entries from approved budget against her working document.

10. CIL income update

£32,458.96 is confirmed for April 2023 – contributions from Green Hedges and Priest Hill developments.

11. Standing Orders / Financial Regs / Risk Assessment – we will discuss any necessary updates for review/approval at 16<sup>th</sup> May 2023 LPC meeting.

Clerk to re-circulate the current documents to see if there are any changes. They were all reviewed and approved in November 2022.

12. Update of Registered Assets 2023-2024

Circulated. We have increased our parish assets by £16,914 in FY23, which includes Rest & Play area, additional benches, bins and information boards for the Limpsfield Way/Cycle Route.

13. AOB

End of Year Report. SM to circulate with any edits for general comments and approval.

Thank you to Laila Turner for her contribution. She is stepping down as councillor and this is her last finance meeting.

*Meeting ends 19.34.*