

Chesterton Parish Council

Minutes of Finance Committee Meeting At Chesterton Community Centre 1.30pm, Tuesday 24th February 2026

DRAFT

Councillors Present: Johnathan Chavda (Chair), Andrew Thomas, Gary Warland

In attendance: Mike White (RFO) and Brian Inglis (Clerk)

1. **To Receive Councillor Apologies for Absence**

None received

2. **To Approve and Sign the Minutes of the Finance Committee Meeting on 25th November 2025**

It was resolved that the minutes were a true record of the meeting and were duly signed by Cllr Johnathan Chavda.

3. **To agree and sign Bank Balance to Receipts and Summary schedule for January 2026**

Having been previously circulated, this schedule was scrutinised by Councillors. The RFO answered questions as they arose, following which the schedule was approved by Councillors.

4. **To review and Approve invoices received in February 2026**

The RFO commented on the list of payments, which had been previously circulated, and after scrutiny and discussion, this list was approved by Councillors.

5. **Bank Deposits**

The RFO commented on the status of deposits and savings bonds, and options for transfers, answering questions as they arose. The RFO recommendations were accepted by Councillors.

6. **Fire Risk Assessment**

The RFO commented on the contents of this report, which has been commissioned and paid for by the Chesterton CIO. The Fire Risk Assessment was mainly positive, which is to be expected in a modern building built to modern standards. Any issues requiring remediation will be dealt with by the CIO and Centre Manager.

7. **Internal Audit Interim Report**

The RFO commented on a report received from the Internal Audit and which had been previously circulated. It was noted that there are some points made in the report which ought to be questioned. The Clerk and the RFO will compile a response to be sent to the Internal Auditor.

The meeting closed at 2:16pm

Date of next finance meeting was set as Tuesday 31st March 2026, at 1:30pm.

Signed as agreed

Cllr J Chavda (Chair)

Date