



ASTON CLINTON PARISH COUNCIL

Minutes of the **Finance and Staffing Committee** meeting
held at 3.30pm on **12 April 2023** at the
Parish Council Office, Aston Clinton Park, HP22 5HL

PRESENT: Cllr C Read (Chair), Cllr M Mason, Cllr D McCall, Cllr L Ronson & Cllr P Wyatt

IN ATTENDANCE: Mrs S Payne (Clerk/RFO)

FS22.36 Questions and Comments from the Public. No members of the public present.

FS22.37 To Receive Apologies for Non-Attendance. None received.

FS22.38 To Receive Declarations of Interest or Requests for Dispensation. None declared.

FS22.39 To Approve the Minutes of the meeting held on 19th December 2022

The minutes of the meeting held on 19th December 2022 were approved as a true and accurate record and were signed by the Chair.

FS22.40 To Review the Risk Management Register

The committee reviewed the Risk Management Register and agreed that it be recommended for adoption by Council.

ACTION: Clerk

FS22.41 To Review the Financial Regulations

The committee reviewed the Financial Regulations and agreed that it be recommended for adoption by Council.

ACTION: Clerk

FS22.42 To Review the Asset Register at 31st March 2023

It was agreed that the tables and chairs purchased in 2010 at a value of £4227.65 be removed from the register as they were no longer fit for purposed.

It was resolved to approve the asset register at 31st March 2023, with the disposal of the tables & chairs at a value of £4227.65 leaving a total asset value of £3,101,483.54.

FS22.43 To Review the Financial Reports for the Year Ending 31st March 2023

The committee reviewed the income and expenditure report, the balance sheet and earmarked reserves at 31st March 2023.

FS22.44 To Note the Change in VAT Status for Sporting Fees & Agree a Course of Action.

The committee considered the new guidance regarding the VAT status of local authority sports and leisure services. HMRC now consider all local authority sport and leisure services as 'outside the scope' for VAT, where previously they were considered either exempt, zero rated or standard rated. VAT could now be reclaimed for up to the last four years.

It was agreed that VAT on sporting facilities would stop as soon as possible and that the VAT charged on all sports and leisure services over the last four years would be calculated and a claim to HMRC made.

ACTION: Clerk

FS22.45 To Consider for Adoption the Draft Appraisal Procedure

It was resolved to adopt the draft Appraisal procedure.

It was agreed that Cllr Read as Chair of the Council would carry out the Clerk's appraisal as soon as possible.

The meeting closed at 7.25pm

Signed.....Date