

**Minutes of the Boxley Parish Council Finance and General Purposes Committee Meeting Held at Beechen Hall, Wildfell Close, Walderslade on Monday 22 May 2023 at 7.30pm.**

**Councillors present:** D Hubbard (Chairman), P Dengate, B Hinder, C Sheppard, I Davies, V Davies, A Brindle and Mrs D Baylis (Clerk).

1. **Apologies and non-Attendance**  
Cllr K Macklin sent apologies
2. **Declaration of Interests, Dispensations, Predetermination or Lobbying**  
None.
3. **Minutes of the meetings of 20 March 2023**  
The minutes of the meeting were agreed.
4. **Matters Arising from the Minutes**
  - 4.1 **Any other matters arising from the minutes, but not on the agenda.**  
The Coronation Plaques had been delivered to the village halls/St John's School and installed at Beechen Hall.

**As no members of the public were present the meeting was not adjourned.**

5. **Financial Report**
  - 5.1 **Bank Reconciliations**  
The Clerk reported that the new accounts system was now up and running. The payments and receipts from April 1<sup>st</sup> were now being input into the system and then the bank reconciliations could be done. The Beechen Hall data has already been entered. The payments from EMR's were different to the way the expenditure was reported in Rialtas but would make the reports more accurate.
  - 5.2 **Financial Reports**  
Not enough data has been added to produce these yet but all F&GP members would be added to the system with 'read only' access and would then be able to see progress and the reporting structure.
  - 5.3 **Bank Account Review**  
It was agreed to set up an Investment Working Group to look at Bank Accounts and investments with a report generated for the next F&GP meeting. Cllr Dengate would send the Clerk all the documents from the old Long Term Investments Working Group. Cllrs Hubbard and I Davies agreed to form the group and the Clerk was asked to see if Cllr Asseter would also like to join the group.
  - 5.4 **Employers Pension Contributions**  
It was proposed by Cllr Hubbard, seconded by Cllr Dengate and all agreed that the Employers pension contribution rate be raised to 5%, backdated to April 2023.
6. **IT/Website/Telephone etc**  
Report Noted. Cllr Dengate asked for the wording of the Household Waste site petition posted on the BPC Facebook page on Monday 22 May, be changed to make it clearer that it was residents who paid council tax to Maidstone that were affected.
7. **Policies and Procedures for Review**  
None on this Agenda

- 8. **Matters for Information**  
None.
- 9. **Matters for Urgent Decision**  
None on this Agenda
- 10. **Items for Next Agenda**  
Councillors' reports and requests for items to be included on the agenda to be submitted no later than 7 July 2023. **Noted.**
- 11. **Date of Next Meeting**  
Monday 17 July 2023.  
**Noted.**

Meeting closed at 8.40 p.m.

Signed as a correct record of the proceedings.

Chairman..... Date.....