KINGSMEAD
PARISH COUNCIL

MINUTES

Minutes of a meeting of the FINANCE COMMITTEE of Kingsmead Parish Council held on Monday 5th October 2026

Present: Cllr D Boylan (Chair), Cllr Herring, Cllr Martin, Cllr Reed
Also present: Mrs W Maddock (Clerk & RFO)

The meeting started at 7.31pm

102	**Apologies** There were no apologies received.		
103	**Declarations of Interest** No declarations of interest were made.		
104	**Public Forum** There were no members of public present.		
105	**Banking Review** To consider and approve the individual bank account statements and reconciliations at the end of Q1 and to approve these being signed in accordance with Financial Regulation 2.6. **Resolved** - that the bank reconciliations match the bank statements and they should be signed in accordance with point 2.6 of the Financial Regulations. This was duly done by Cllr Reed who is not Chair of the Council or the Finance Committee.		
106 106.1 106.2	**Financial Review** To receive the following YTD reports for the current financial year: a) Balance sheet. b) Detailed income and expenditure against budget. ***Noted*** - the current balance sheet to the end of Sept-2026 (showing general reserves of £206,335) and also the income and expenditure report, which shows spending YTD of £117,065 (equivalent to approx. 43% of the annual budget). **To consider** if any recommendations should be made to Full Council for changes to the budget and proposed spending. **Resolved** – that no changes to the budget are required at this time.		
107 107.1 107.2	**Audit** To receive feedback from Cllr Martin following a review of the KPC "Statement of Internal Controls" ***Noted*** – that Cllr Martin had completed a review of the council's internal controls, which were found to be in order. Confirmation of a specific set of minutes could not be confirmed on the website, but it was accepted that these minutes had likely been "lost" in the transition to the new website. The minutes could be evidenced in the Clerk's folder and were accepted. **Resolved** – that the website be fully reviewed to ensure all minutes, etc. are correct and available. To consider the appointment of the internal auditor for financial year 2026-27; the audit to be completed in Q2-27. **Resolved** – to defer a decision to the next Finance meeting pending confirmation of details from the auditor.		
108	**AOB** Items to be placed on the agenda for future meetings. • A recommendation to Full Council regarding the internal auditor's appointment. • The budget proposal for the new financial year to include a contingency for DBS checks.		
109	**Next Meetings**	Parks & Environment Committee	Monday 12th October at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 19th October at 7.30pm in Kingsmead School
		Finance Committee	Monday 4th January 2027 at 7.30pm in Kingsmead School

The meeting closed at 8.00pm.