

WRENTHAM PARISH COUNCIL

Minutes of the Meeting of Wrentham Parish Council Finance Committee held at The Village Hall at 6:30pm on Monday 15th June 2026

Present: **The Chairman** – Cllr Ian Watson
 Councillors –Cllr Lucinda Hutson, Cllr Mark Buxton
 The Clerk – Mrs Frances Bullard
 Members of Public – None

		ACTION
1	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Cllr David Fletcher.	
2	DECLARATIONS OF INTEREST	
	All as Sole Trustees of the Village Hall.	
3	END OF YEAR ACCOUNTS	
	The Management Accounts, Internal Audit Report & Year End Accounts, having previously been circulated, were shared and reviewed. Spending is within our means, any additional expenditure is funded through CIL monies. It was noted that there is £1300 of S106 monies ringfenced for use in the Bonsey Gardens area. The Clerk will make enquiries as to whether this could be used towards fencing to make the Chapel Road play area safer. The Year End Accounts will be taken to the next full PC meeting for approval.	FB
4	INTERNAL/EXTERNAL AUDIT	
	The Chairman prepared annual management accounts which were passed to the Internal Auditor (Rosie Carter) along with supporting documentation. Rosie has conducted the internal audit. Her report has been shared with all - no issues were raised. As our income/expenditure were over £25000 last year we will be subject to a full external audit - The Clerk has prepared the paperwork which has been shared with all and will be presented for approval at the full PC Meeting. Councillors were satisfied that all adequate controls are in place - SAGE balances to Bank Account and is reviewed by The Chairman & Vice Chairman each month, Risks are reviewed on an ongoing basis – annual review of Insurance - Asset Register regularly reviewed – Every item of expenditure is approved at a full Council Meeting. Online banking is working well with all transactions requiring authority of 2 of the 3 signatories. The Unity Trust Bank account is secure and funds can only be transferred back to the account they came from.	
5	TRANSPARENCY CODE	
	The Clerk confirmed all work to comply with The Transparency Code is in hand and all documents will be published on the PC Website by 30.06.2026.	FB
6	2025-26 CIL REPORT	
	The Clerk will finalise the report with The Chairman before submitting to East Suffolk Council and publishing.	FB/IW
7	ANY OTHER BUSINESS	
7.1	Projects for the coming year include, new village sign, replacement/relocation of flagpole, exploring the reinstatement of a beacon.	
7.2	Cllr Buxton spoke re VAS – CIL monies are currently ringfenced for VAS replacement/maintenance – one new VAS was purchased recently – the budget for VAS may need to increase.	

There being no further business the meeting closed at 7:10pm.