HORNDEAN PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD AT JUBILEE HALL ON 1ST JUNE 2026 AT 9.02PM.

PRESENT: Councillors J Lay (Chair), T Attlee, D Prosser, A Redding

IN ATTENDANCE: Sarah Guy, Deputy Clerk; Becky White, Clerk/Interim RFO

PUBLIC ATTENDANCE: No members of the public.

FGP 1/26/27 TO RECEIVE APOLOGIES FOR ABSENCE
The Committee were all present.

FGP 2/26/27 TO RECEIVE ANY DECLARATIONS OF INTEREST
No declarations of interest were received.

FGP 3/26/27 TO APPROVE THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 23RD FEBRUARY 2026

It was **RESOLVED** that the minutes of the Committee meeting held on 23rd February 2026 be signed by the Chair as a true record of the meeting.

FGP 4/26/27 TO RECEIVE AND CONSIDER THE YEAR END ACCOUNTS TO 31ST MARCH 2026 FOR RECOMMENDATION TO COUNCIL

- Bank reconciliations at 31st March 2025 for The Co-operative, Lloyds, and Cambridge & Counties accounts.
- Budget report at 31st March 2026
- Statutory Income & Expenditure Report at 31st March 2026
- Statutory Balance Sheet 2026

It was **RESOLVED** to recommend the documents as listed for Council's approval. The Chair of Committee co-signed the bank reconciliations.

FGP 5/26/27 TO RECEIVE AND CONSIDER THE INTERNAL AUDIT REPORT 2025/2026 (FINAL UPDATE)
It was noted that the Internal Auditor had approved of the adoption of new Financial Regulations in line with the NALC Model issued in 2025. He was also satisfied that the Council had met the demands of the new section of the Annual Governance & Accountability Return, Assertion 10. The IA had raised the issue of the Lloyds Bank account again, noting the monthly service charge. The Clerk explained that the previous RFO had kept this account going as a contingency against there being technical issues with the Co-operative Bank which prevented the Council from meeting its obligations. This was noted and the Committee agreed that the monthly charges were at an acceptable level set against ongoing flexible in HPC's banking arrangements. There were no further required actions.

It was **RESOLVED** to recommend the Internal Audit Final Report 2025/26 for Council's approval, noting the comments therein and the actions taken.

FGP 6/26/27 TO RECEIVE AND CONSIDER THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR THE FINANCIAL YEAR 2025/26 FOR RECOMMENDATION TO COUNCIL

Section 1 – Annual Governance Statement 2025/26 – The Clerk/Interim RFO noted that all necessary internal controls, strategic policies and governance frameworks were in place, including those required to meet the new Assertion 10 section around data security and management. This was noted.

It was **RESOLVED** to recommend Section 1 of the AGAR – Annual Governance Statement 2025/26 – for Council's approval.

Section 2 – Accounting Statements 2025/26 including;

Cash & Investment Reconciliation
Fixed Asset Register
Explanation of Variances (deferred)
Reserves Reconciliation

The Clerk/Interim RFO had annotated the documents to demonstrate how the figures from the year accounts to 31st March 2026 pulled through to the accounting statements. It was noted that the Explanation of Variance template had been updated by the external auditor and would be deferred, being the responsibility of the RFO to complete.

It was **RESOLVED** to recommend Section 2 of the AGAR – Accounting Statements 2025/26 – for Council's approval.

FGP 7/26/27 TO CONSIDER ARRANGEMENTS FOR THE EXERCISE OF PUBLIC RIGHTS IN RESPECT OF THE UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2025/26

The Clerk/Interim RFO noted that the period for the exercise of public rights must include the first 10 days of July and extend over 30 working dates. The notice had been previously prepared and circulated and it was agreed that the arrangements made satisfied Council's obligations.

It was RESOLVED to recommend the arrangements for the exercise of public rights in respect of the unaudited Annual Governance and Accountability Return 2025/26 to Council for approval.

The meeting concluded at 9.15pm

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Signed - The Chairman

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Dated