

GREAT WYRLEY PARISH COUNCIL

MINUTES OF THE QUARTER THREE MEETING OF THE ANNUAL GOVERNANCE AND AUDIT COMMITTEE held at Great Wyrley Community Centre, Landywood Lane, Great Wyrley which commenced at 6.30 p.m. on Wednesday 5th February, 2025 with recommendations to Council at the meeting immediately following on the same evening.

PRESENT:

**(Chairman)
Cllr. Mrs. K. M. Perry MBE**

Cllr. J. C. Jones Cllr. A. J. Kelsey	
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Also in attendance: Ms. D. May (Parish Administrator) and Mrs. S. McGlue (Clerk).

There were no members of the public present on this occasion.

16/2025 APOLOGIES

Apologies had been received from Cllr. Mrs. S. M. Wood and Cllr. R. J. Perry.

17/2025 ELECTION OF CHAIRMAN

In accordance with agreed procedure which dictated that a new Chairman would be elected by alphabetical order to chair each meeting accordingly, Cllr. Mrs. K. M. Perry MBE took the Chair.

18/2025 INTERIM SIGN OFF – PARISH COUNCIL ACCOUNTS 2024/25

The Parish Administrator advised the Committee that the interim figures for the third quarter of the financial year were now available for scrutiny and the documents along with the relevant working papers were circulated to all Members. Following scrutiny by all Members present it was proposed by Cllr. Mrs. K. M. Perry MBE and seconded by Cllr. J. C. Jones that the Committee **RESOLVE** to accept and approve the interim figures for the third quarter of the 2024/25 Parish Council Accounts. It was carried.

19/2025 REVIEW OF EARMARKED FUNDS

The Parish Administrator advised the meeting that the Parish Council needed to make a number of changes to its Earmarked Funds in order to encompass the changes arising during the last financial year.

The audit and Governance Committee agreed to make the recommendations discussed to the Parish Council Meeting immediately following the Audit and Governance Meeting and a full report of the recommendations and changes is attached to the Minutes of the Parish Council Meeting dated 5th February, 2025.

20/2025 ALLOCATION OF MISCELLANEOUS FUNDS

The Parish Administrator provided the meeting with a schedule of the miscellaneous funds which had come into the possession of the Parish Council and it was **resolved** that the £469.08 raised up to the 2021 Friday lunch sessions by Bingo sessions and associated Raffles could be set against the recent purchase of new crockery and cutlery for the Community Centre. It was carried.

The second amount of £181. 22p which was presently being held by the Parish Council needed to be transferred into the Parish Council Bank Account and Charity chosen to benefit from it. The Committee **resolved** that monies be paid into the Bank Account and a choice of beneficiary confirmed in due course. It was carried.

21/2025 REVIEW OF ASSET REGISTER

Following discussion the Audit and Governance Committee **resolved** to update the Parish Council's Asset Register in order to reflect an accurate picture which would include the deletion of obsolete plant and machinery and the inclusion of any replacements. This task was to be carried out over the 2025/26 financial year and conclude during that period. It was carried.

CHAIRMAN.....DATE.....