**Minutes of the Finance Committee Meeting of Sturry Parish Council**

**which took place on Thursday 29th October 2026 at the Sturry Parish Offices**

**Meeting opened at 6pm**

**(Chaired initially by Cllr Steve Birch as Council Chairman)**

**5-26** **To note those, present and record any apologies:**
**PRESENT:** Cllr Anne Davies, Cllr Gill Betts, and Cllr Steve Birch

**IN ATTENDANCE:** Matthew J. Bridger (Locum Clerk & RFO)

**APOLOGIES: None**

**6-26** **Notification of Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary Interest.**

There were no Declarations of Disclosable Pecuniary Interest (DPI), Other Significant Interest (OSI), or Voluntary Interest made.

**7-26** **To elect a Chair for the year 2026/2027.**

**RESOLVED:** That Cllr Anne Davies be elected Chair of the Finance Committee for the 2026/2027 year. **(Proposed: Cllr G Betts, Seconded: Cllr S Birch) Motion Carried unanimously.**

**(Cllr Anne Davies took the Chair).**

**8-26** **To discuss the AGAR & external auditor's report and agree any actions.**

The Committee discussed the comments raised in the external auditor's report.

**RESOLVED:** To ensure a financial risk register is drafted for 2027 and submitted to the Full Council meeting in January 2027 for formal approval, ensuring all required measures from the external auditor's report are actioned. **(Proposed: Cllr S Birch, Seconded: Cllr G Betts) Motion Carried unanimously.**

**9-26** **To review spending and current year's budget and agree any actions.**

The Committee received an update regarding the current financial position and expenditure:

- **Financial Position & Data Entry:** It was noted that due to outstanding Rialtas system training, up-to-date data entry could not be completed, and exact financial figures and budget sheets were unavailable for full review at this time.
- **Concurrent Funding:** Cllr G Betts enquired regarding Concurrent Funding; the Locum Clerk confirmed the application has been submitted to Canterbury City Council (CCC).
- **Events Budget:** Cllr G Betts requested clarification on the remaining balance within the Events budget once figures are available.
- **Committee Capacity:** Members discussed the need for additional committee members.

**RECOMMENDATION To Full Council:** That Full Council appoint additional members to the Finance Committee to strengthen committee capacity.

**10-26 To receive an update on the Rialtas system backlog, consider options for data entry and clerk training, and agree any actions.**

The Committee evaluated operational options, system training, software package costs, and data entry support:

**RESOLVED:**

1. That an item be placed on the Full Council agenda regarding the Rialtas data backlog, seeking approval for support costs which are to be confirmed once an assisting RFO/Council is identified.
2. That Ken and Locum Clerk Matthew obtain 4 comparative quotes for alternative accounting packages, detailing software, training, and ongoing annual maintenance costs.

**ACTION (Clerk):**

- Contact KALC (Kent Association of Local Councils) to enquire if any local councils in Kent using Rialtas have staff able to provide peer-to-peer system training for the Locum Clerk.
- Enquire with Rialtas regarding booking training sessions provisionally prior to named attendee confirmation.

**11-26** **To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972.**

**RESOLVED:** Noted that no items required the exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960.

**12-26** **Date of next meeting.**
To be scheduled prior to the end of November 2026, following completion of initial data entry and draft accounts preparation.

**13-26** **Close of Meeting.**
The meeting closed at 6:47pm.

**Signature: _____ Date: _____**

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