

Minutes of the meeting of the Finance & General Purposes Committee

Held on 7th April 2014 at 7.30 pm in the Bush Room

Present: - Cllrs. Marcus Fry (MF) (Chair), Phil Squires, Ann Wilkins (AW), Steve Blick (SB), Paul Caddick (PC)

1. Apologies accepted for Absence

Cllrs. Terry Hunt, Alison Peters

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 3rd March 2014 and Matters Arising

14001 Resolved: The Minutes of the meetings held on 3rd March 2014 were approved.

5.1. Matters Arising – No actions outstanding.

6. Matters Arising from Committee reports

6.1. Planning Committee – none

6.2. Footpaths & Allotments – none

6.3. Playing Fields & Open Spaces Committee - none

7. Financial Reports

7.1 Finance Report for March 2014

All reports are filed separately and not included in meeting notes.

14002 Resolved: The financial reports as presented were accepted as accurate.

7.2 Accounts, Financial Statement & Year End Bank Reconciliation to 31st March 2014

The draft document was discussed and members made comment for corrections and adjustments to be made. The ear marked reserves require updating as the Clerk gratuity and Jubilee Hall car park reserve are no longer applicable. It was recommended this be placed on the agenda for the next F&GP committee meeting.

F140407-01 – Place “General Reserves” on the F & GP meeting agenda (12 May 2014).

Action to Clerk

14.003 Resolved: The F&GP committee recommends approval of the year end bank reconciliation

7.3 Annual Return & explanation of variance 2013/14

The draft Annual Return was agreed subject to a further analysis relating to the figures quoted within the asset register (Box 9)

14.004 Resolved: The F&GP committee recommends approval of the Accounting Statement 2013/14.

8. Financial Matters

8.1. Asset Register

(Clerk) explained the difference between asset value and insurance value (SB) commented that the asset value should not change year on year unless new assets had been added. (PS) requested that (clerk) review the figures and confirm that the asset value is accurate.

F140407-02 – Complete a further analysis of the asset register for approval at PC meeting.

Action to Clerk

9. Authorisation of Payments & Income Received

NB. Payee removed from lists for confidentiality.

9.1. Payments authorised by Cllrs Marcus Fry & Phil Squires

Details	Chq. no	£
Grounds Maintenance Contract-Mar	2399	1,038.20
SGC Invoice - 207531 - White Lining	2400	318.24
SGC Invoice - Litter Bins (March)	2401	33.05
Photocopy & Printing	2402	12.54
Total Payments		£1402.03

9.2. Recent Receipts

Details	Ref.	£
Internment of remains – plot 74	Inc2374	125.00
Total Receipts		£125.00

10. Policy Documents

None

11. Correspondence

None

12. Any other business

- 12.1 (Clerk) reminded councillors that the next “being a good councillor course” will take place on 26th April 09.30AM – 13.30PM at Long Ashton Community Centre.
- 12.2 (Clerk) informed councillors that an Oldbury Site Stakeholder Group meeting will take place on Wednesday 30th April 2014 at 12noon at the Oldbury Conference Centre.
- 12.3 (Clerk) requested that councillors consider a request from the Chairman of the John Dyer award committee to award a junior award as a nomination had been received. The committee considered the proposal and agreed that as no formal procedure had taken place the nomination be carried forward to the following year and a formal procedure be adopted.
- 12.4 (Clerk) asked council if the “Campaign to Protect Rural England” subscription/donation be renewed.

F 140407-03 – Place invoice for approval and payment at next council meeting.

Action to Clerk

Meeting Closed – 20.38

**The next meeting of the Finance and General Purposes Committee is on
Monday 12th May at 7.30pm.**