

Minutes of the meeting of the Finance & General Purposes Committee**Held on 6th June 2016 at 8.20 pm in the Bush Room****Present:** - James Sumner (JS) (Chair), Alison Peters (AP), Ann Curtis (AC).

Graham Smith (Clerk)

1. Apologies accepted for Absence

Marcus Fry (MF), Mike Webb (MW).

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 9th May 2016 and Matters Arising5.1. Approval of the minutes of the meeting held on 9th May 2016**16.017 Resolved:** The minutes of the meetings held on 9th May 2016 were approved and signed by the Chairman

5.2. Matters Arising – None

5.3. Outstanding Actions – None

6. Matters Arising from Committee Reports

6.1. Planning Committee – None

6.2. Footpaths & Allotments Committee – None

6.3. Playing Fields & Open Spaces Committee – None

7. Financial Reports7.1. Finance Report May 2016

(JS) informed Cllrs that he had reviewed the financial reports and all appeared in order and noted that the mis-posting error of the previous month had been rectified.

16.018 Resolved: The financial reports for May as presented were accepted as accurate.**8. Financial Matters**

8.1. Co-op accounts

(Clerk) informed Cllrs that the bank mandate for both co-op accounts required updating and as these were investment accounts requested that the signatories be that of the Finance & GP committee.

(Clerk) informed committee members that re-investment of the Council reserves currently held with the co-op matures on the 24th June and requested that the committee consider their recommendation to the full council at the meeting on 20th June. (AP) proposed that all investments and accrued interest remain within the co-op investment account. (JS) seconded the proposal and all members unanimously agreed.

16.019 Resolved: The reserves invested in the co-op annual investment account plus accrued interest remain in place for a further year.

8.2. Internal Audit Review

(Clerk) presented to Cllrs within the agenda packs the SGC internal audit review. (JS) recommended that the Parish Council finance regulations be reviewed at the next meeting and requested that Clerk forward the NALC 2016 review in good time prior to the next F & GP meeting.

F160606-01: Forward to Cllrs the NALC 2016 financial regulations review in good time prior to the next F & GP meeting.

Action to (Clerk)

(Clerk) informed Cllrs that the internal audit review recommended that the Cemetery rates which are paid monthly by direct debit are approved once a year at the start of the year.

8.3. Cemetery Rates 2016/17

(AP) proposed that the monthly payment of £58 cemetery rates by direct debit be approved by the finance committee. (AC) seconded the proposal and all Cllrs unanimously agreed.

16.020 Resolved: The monthly payment of £58 cemetery rates by direct debit be approved by the finance committee for year 2016/17.

8.4. Green Belt Foundation

(Clerk) presented to the committee an email from Shirley Holloway stating that the Parish Council will be receiving from Ecotricity a donation of £3,000 PA for 25 years to be used for clubs, schools, and community groups particularly to enhance green energy, green transport, sustainable food or Nature Conservation.

9. Authorisation of Payments

9.1. Payments made 6th June 2016 - Payments signed by Cllrs Janes Sumner & Anne Curtis

Details	Ref.	£
Grounds Maintenance Contract - May	2696	1272.14
Water – Jubilee Hall Playing Field	2697	20.01
Water – Allotments	2698	28.13
Internal Audit	2699	268.80
123 reg – email domain renewal	2700	16.78
Internments & Flowers	2701	200.00
Utilities Search	2702	282.00
Litter Bin Empty	2703	66.10
Room Hire	2704	94.58
Repair to platform – 16-001	2705	162.00
Total Payments		£2,410.54

9.2. Recent Receipts

Details	Ref.	£
Precept	T/Fer	26629.50
LCTR	T/Fer	564.00
Allotment Rent – Plot 1A	Inc2693	17.00
Allotment Rent – Plot 31	Inc2690	28.35
Gross Interest	T/Fer	3.46
Total Receipts		£27,242.31

10. Correspondence

None

11. Website / Helmet

None

12. Any other business

(AP) informed Cllrs that finance is available to the Parish Council for a maypole should Cllrs agree to holding an annual “Mayday” event.

Meeting Closed 20.45PM

**The next meeting of the Finance and General Purposes Committee is on Monday
4th July at 7.30pm.**