

Draft minutes subject to approval

**MINUTES OF A MEETING OF THE FINANCE COMMITTEE
OF WALBERTON PARISH COUNCIL HELD IN THE PAVILION ON 19th
JULY, 2016**

Present: Councillors Strickland, Rogers, Camerer Cuss, Mrs Clark

25516 Election of Chairman
Councillor Strickland was elected Committee Chair

Note: Councillor Rogers had offered his services but was declined as a non-elected Councillor.

25616 Election of Vice Chair
No appointment was made

25716 Apologies for absence
None recorded

25816 Declarations of Interests
None

25916 Confirmation of the minutes
The minutes of the Finance Committee meeting held on 21st March, 2016 were approved and signed by the Chairman.

26016 Matters arising.
None

26116 Finances

1. Latest statement from NatWest (1st July) showed a balance of £49327.76. Councillor Mrs Clark reported that the balance as at 18th July 2016 was £42565.23
2. The income and expenditure statements for the period April 2016 to June 2016 were considered and approved.
3. Expenditure to date against budget projections was approved.
4. The latest reserves statement was approved

In future Excel versions of the accounts statements will be circulated as agenda attachments.

A summary bank balance/reserves reconciliation will be prepared that will highlight payments due (or recently made) together with commitments to payments for "extraordinary" purposes – i.e. other than regular every day expenditure..

26216 WalBinFont website
The Committee agreed to award £300.00 to the web site to be paid as Needed

26316 Mandate forms
Mandate forms were now available to:

1. Remove former Councillor Siragher from the approved bank Signatories
2. Add Councillor Strickland to access on line information.

26416 Asset Register

The Committee considered the Asset register and made the following recommendations:

1. Some old and no longer in regular use office equipment to be removed from the register
2. The value of the two defibrillators should be increased from £2000.00 to £4000.00 to reflect the full value.

Councillor Rogers may be able to supply a cupboard which would be suitable for storing cleaning materials currently kept in the office.

The Asset register will be a regular feature on future agendas.

26516 Correspondence

There was no correspondence to consider

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26616 Other relevant business

1. Councillor Mrs Clark reported that the WalBinFont weekend had been a great success and a full report will be given at the Council meeting on 26th July, 2016.
2. Councillor Mrs Clark expressed disappointment that when the Clerk had circulated details of the annual insurance policy and premium only one Councillor (herself) had replied. Councillor Mrs Clark urged all Councillors to make some input into these important issues.

26716 Date of next meeting

The next meeting of the Committee will be on 13th September 2016.

signed..... dated.....

Committee Chairman