

**MINUTES of GREAT BUDWORTH PARISH COUNCIL FINANCE MEETING
held at the PARISH HALL at 6.30 PM on MONDAY 17th August 2015**

Opened at 6.30pm

Part1

1. Welcome and record attendance

Present

Chairman H Brudenell

Council Members A Lee, R Collier, P McAndrew, M Torrance, H Forewood

Also present

Clerk C Marshall

Public 0

2. Apologies L Hopkinson - Parish Council Member

3. Declarations of Interest

None declared

4. Standing Orders

It was agreed that the Finance Committee would use the NALC Financial Regulations (with relevant amendments) for their standing orders (Appendices 1)

Final resolution to be passed at the full Parish Council Meeting to be held on the 7th September 2015.

It was further agreed that all title documents and deeds relating to assets held by the Parish Council will be reviewed to ensure good governance in relation to Parish Council assets.

5. Terms of Reference

It was proposed that the Terms of Reference outlined in (Appendices 2) be adopted as the formal Terms of Reference for the finance committee.

Final resolution to be passed at the full Parish Council Meeting to be held on the 7th September 2015.

6. Representations from the public

None present.

7. Financial Checking Procedure

The agreed financial checking procedure is outlined in the NALC Financial Regulations (section 2) (Appendices 1).

It was agreed by all that this is procedure the Finance Committee will adopt.

Final resolution to be passed at the full Parish Council Meeting to be held on the 7th September 2015.

It was also agreed by all that the Clerk will present the spending undertaken by the Parish Council in an alternative format that encompasses the budgeting spreadsheet at the Parish Council /Finance Committee Meetings.

8. Grant Awarding Policy

It was agreed by all that the Clerk will source an example of a Grant Awarding Policy from ChALC and then circulate this to all Parish Councillors prior to the next meeting of the Finance Committee.

9. 2015/16 Budget

It was noted that the Clerks salary increase which was agreed in principle at the Staffing Committee meeting held on the 3rd August 2015 needs ratifying at the Parish Council Meeting to be held on the 7th September 2015.

10. 2016/17 Budget

It was agreed by all that the 2016/17 budget will be discussed at the next Finance Committee meeting.

11. Dates of Meeting – 26th October 2015 at 6.30pm (Cllr Lee to minute due to Clerks annual leave)

Part 2

Items of a “confidential or other special nature” during which it is likely that the meeting will not be open to the public and press as there would be a disclosure of exempt information as defined in Section 100l of the Local Government Act 1972.

None

Closed 7.30 pm

Signed as a true record

**Chairman
7th September 2015**

Caroline Marshall, Clerk to Great Budworth Parish Council
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