

**MINUTES of GREAT BUDWORTH PARISH COUNCIL FINANCE MEETING
held at the PARISH HALL at 7.00 PM on MONDAY 18th April 2016**

Opened at 7:00pm

Part 1

1. Welcome and record attendance

Present

Chairman H Brudenell
Council Members R Collier, A Lee, M Torrance, M Kershaw, H Forwood

Also present

Clerk C Marshall
Public 0

2. Apologies L Hopkinson, P McAndrew

3. Declarations of Interest

None declared

4. Representation from the public

None present

5. 2015/16 Budget

The Clerk discussed the final spend for 2015/16. (Appendices 1 and 2)

The Clerk outlined the reasons for the budget lines with overspend:

- Clerk Salary – increase in Clerks hours from 4-8/week during the financial year.
- Insurance – renewal premium was higher than previous year.
- Stationary/Copying – Clerk required a filing cabinet which increased expenditure.
- Audit – costs were higher than previous years.
- Membership fees – fees were increased from previous year
- Rent for Parish Hall – parish council undertook more meetings.
- Clerk Equipment – Clerk required a new printer and computer
- Website – website was developed further.
- Reserve – purchase of finials for the village which did not have a budget line in the original budget.
- Car Parking/Feasibility Study – significant work undertaken to improve the parking issues in the village led to overspend in this area.

6. Prepayment card

Clerk requested that the Parish Council purchase a pre-payment card through the Credit Union for the Clerks use for the purchasing of office stationary.

It was resolved by all that Clerk could purchase such a card at a cost of £14.00.

It was resolved by all that the card would have an initial limit of £100.00.

7. Parish Council Grant Applications

Applications were received from the following organisations and the following grants agreed by all:

Budworth Bulletin - £360.00
Churchyard Maintenance Project - £250.00
Mums and Tots - £165.00
Friends of Great Budworth School - £150.00

8. Cheshire Voluntary Action

It was agreed by all that Cheshire Voluntary Action taking over the Payroll function for the Parish Council was an unnecessary expenditure at this time.

9. Parish Council Bank Account Signatories

It was agreed by all that the Clerk would not become a signatory on the Parish Council Bank Account.

It was agreed that the Clerk would investigate the Parish Council having online banking in order for the Clerk to be able to monitor the Parish Council Bank Accounts.

It was agreed by all that the motion to close the now largely defunct Parish Council Reserve Bank Account would be brought before the Parish Council Meeting on the 16th May 2016.

10. Dates of Meeting

The next Finance Committee Meeting will be held on the 20th June 2016 at 7.00pm in the Parish Hall.

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 100I of the Local Government Act 1972.

None

Closed 7.40 pm

Signed as a true record

**Chairman
16th May 2016**