

**MINUTES of the GREAT BUDWORTH PARISH COUNCIL FINANCE  
COMMITTEE MEETING  
held at the PARISH HALL at 6.45 PM on MONDAY 3<sup>rd</sup> JULY 2017**

Opened at 6.47pm

**1. Welcome and record attendance**

**Present**

**Chairman** H Brudenell

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

Also present

Clerk R Ollier/ C Marshall

Public 0

**2. Apologies** L Hopkinson, P McAndrew

**3. Declarations of Interest**

None declared

**4. Representation from the public**

None

**5. Budget**

**a. To review the budget for 2016/17 against spend to date.**

Budget spreadsheet (Item 5a) and Bank Reconciliation (Item 5b) was reviewed by all.

It was noted that a confirmation email has been received from Mr D Hiatt regarding outstanding amount of £1,640.00 due to the Parish Council from the Parish Hall committee for the work to the parish hall roof.

**b. To agree and approve payments**

All payments outlined on the spreadsheet (Item 5a) were approved.

The outgoing Clerk confirmed that new cheque books would be received in the post and would be forwarded to the new Clerk once arrived.

**c. To be updated on the reclamation of VAT from Turners**

C Marshall has received correspondence from HMRC stating they cannot disclose VAT numbers for businesses. It was agreed to seek legal advice on contacting relevant authorities to report Turners and Son

**d. To receive and note the BDO External Auditors Report for 2016/17**

The audit report has not yet been received by the Clerk, therefore this item will be deferred to the next finance meeting.

**6. Financial Regulations and Parish Council Standing Orders**

The Council agreed the new Clerk and the Chairman would review the documentation before the next meeting, to allow the incoming clerk to become familiar with the details.

*Action: The Clerk and Chairman to meet and review the documentation before the next finance meeting*

**Closed 6.56 pm**

**Signed as a true record .....**

**Chairman of the Finance Committee**

**4<sup>th</sup> September 2017**

DRAFT