

**MINUTES of the GREAT BUDWORTH PARISH COUNCIL FINANCE
COMMITTEE MEETING
held at the PARISH HALL at 6.45 PM on MONDAY 4TH SEPTEMBER 2017**

Opened at 6.48pm

1. Welcome and record attendance

Present

Chairman H Brudenell

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

Also present

Clerk R Ollier

Public 0

2. Apologies L Hopkinson

3. Declarations of Interest

None declared

4. Representation from the public

None

1. Financial Regulations and Parish Council Standing Orders To review and amend the Parish Council's current Financial Regulations and Standing Orders. (Appendix 4a & 4b)

The Clerk commented that the Regulations and Standing Orders had been reviewed and updated. Changes were made to the Financial Regulations, in particular annual dates for document preparation had been updated to reflect when Ordinary Meetings are held throughout the year.

The Clerk also commented that additional practices would be put in place to ensure future compliance.

2. Financial Report

(i) To receive and note the External Auditors Report for 2016/17. (deferred until the January 2018 meeting)

3. Budget

a. To review the budget for 2016/17 against spend to date. (Appendix 6a)

The budget and actual spend was reviewed and accepted by the Council.

b. To agree and approve payments. (Appendix 6b)

Payments were approved by the Council. An additional cheque was authorised for £220 to the Parish Hall Committee for lease of the Hall for 2017.

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

The Clerk commented that correspondence had been received from Turners however no funds had been received to date. It was agreed by the Council to pursue this until January 2018 when the decision would be made to transfer this to a more formal body.

d. To receive and note the BDO External Auditors report for 2016/17. (deferred to Jan 2018).

A member of the public arrived at 7.20pm

e. To receive quotations to carry out works to The Avenue.

It was noted that 4 quotations had been received for works from School Ln to Farthing Ln:

Company A £10,096

Company B £3,155

Company C £4,885
Company D £3,460

The Council agreed to award the contract to Company D. The works should be undertaken in the February 2018 half term.

f. To receive quotations to carry our works to the Holm Oak trees in the village.

It was noted 3 quotations had been received:

Company A £300

Company B £700

Company C £750 (with the option of additional light pruning at £200)

The Council agreed to award the contract to Company C. The specification met the requirements of the Council and they have previously worked on the Holm Oak trees. It was also agreed the additional light pruning be undertaken at £200.

g. To review the design and costing for a convex traffic mirror to be placed at the end of Farthing Lane. (Appx. 6g)

It was agreed by the Council to purchase the 600mm black rimmed standard traffic mirror option. The Clerk commented that they were awaiting confirmation if a street order would be required from CWAC.

h. To receive an update on the imitation owl to be placed in the Top Pump House.

The owl was on order to be delivered and would be erected when the Holm Oaks are crowned.

i. To receive an update on the design and costing for additional "Resident's Parking" and "No Parking" signs.

The Clerk commented that standard "Resident's Parking" signs could not be purchased. It was agreed by the Council to obtain quotes for a custom made sign for "Great Budworth Resident's Parking"

j. To receive the quote to carry out repair work to the Top Pump House. (Appx 6j)

It was agreed to award the contract to Mallets Stonemasons.

4. Natwest Bank To receive an update from the Clerk regarding internet banking access.
The Clerk commented that access had not yet been granted.

8. Budget for Period 2018/2019

The Clerk noted that a draft budget and 3 year forecast would be prepared in the coming month and invited Councillors to make comment and suggestions for inclusion in the 018/2019 budget.

9. Parish Field Track

It was agreed to sell the leftover track. The Council would assist the Clerk in obtaining the paperwork for the original purchase.

Closed 7.34 pm

Signed as a true record

**Chairman of the Finance Committee
8th January 2017**