

**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, L Hopkinson.

Also present

Clerk R Ollier

Public 0

2. Apologies

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 (Appendix 1) was reviewed by all.

Councillors agreed the new format for presenting budget and actual figures in the year and noted the current position.

b. To agree and approve payments

All payments outlined on Appendix 2 were approved.

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

The Council has received legal advice that Turners should be contacted again to agree a repayment plan for the outstanding amount owed. It was noted that there was more chance of success pursuing this route, however civil action could be taken to receive the funds. The Clerk confirmed that Mr Turner has changed his contact details and that he may not have received all prior correspondence.

The Clerk is to draft a new letter to Turners and make contact by telephone.

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

The audit report has not yet been received by the Clerk, due to a query raised by a member(s) of the public. Therefore, this item will be deferred to the next finance meeting.

e. To receive the insurance premium renewal from Came & Company

The Council reviewed and discussed the renewal premium. It was noted that the renewal is part of a long term agreement until 30th September 2019 and covered assets and items such as public liability for the Parish Council. The renewal premium of £660.78 is £10.78 over budget, which was agreed by the Council and payment was duly authorised.

f. To receive the quote to carry out repair work to the Top Pump House

The Clerk reported Mallet Stonemasonry had provided a quote to repair the eroded sandstone block at £194.00 + VAT. The Council agreed the quote and repair work subject to the Financial Regulations & Standing Orders. The Clerk is to confirm the quote is within the authority limits.

6. Financial Regulations and Parish Council Standing Orders

The Council noted the new Clerk and Chairman had not had opportunity to review the regulations and Standing Orders due to ongoing work regarding queries received from the Auditor and Complaints Commission. It was agreed the new Clerk and the Chairman would review the documentation before the next meeting. Councillors commented the documents should be reviewed thoroughly as there appeared to be some referencing errors.

7. Natwest Bank

The Clerk presented documents to complete the registration for online banking and remove access of the prior Clerk, as previous documentation had not been sufficient for NatWest. The documents were duly signed by 2 existing signatories to the accounts.

Closed 7.24 pm

Signed as a true record

**Chairman of the Finance Committee
6th November 2017**