

LISS PARISH COUNCIL

Minutes of the Finance Committee held on 24th April 2017.

Members: Cllr H Linsley * Cllr K Budden
Cllr D Dodds * Cllr R Hargreaves
* Cllr B Mayo Cllr A Smith
* Cllr A Wright (Chairman)
* Present

In attendance:

Clerk: R Bowery

12/FIN/17 Apologies

Apologies were received from Cllr Dodds, Cllr Linsley & Cllr Smith.

13/FIN/17 Declarations of interests

There were no declarations.

14/FIN/17 Minutes of the meeting of 30th January 2016

Resolved: The minutes of the meeting of 30th January, proposed by Cllr Mayo & seconded by Cllr Hargreaves, were approved as a correct record & signed by the Chairman.

15/FIN/17 Matters arising

10/Fin/17 - It was noted that the grant towards the rental of the village hall had now been approved following investigation of the booking arrangements.

6/FIN/17 - No progress had been made on investigating archiving opportunities. After discussion it was agreed to investigate the possibility of installing a floor safe in the office.

11/Fin/17 - The Clerk reported that following the appointment of Lightatouch as internal auditor as agreed at Council the annual audit had now been completed. The Clerk distributed copies of the annual return including the internal auditor's section; this reported on the lack of a completed asset register. Work was ongoing on this.

The annual report would go to May Council for approval & the audit report would be received in time to go to the June Council meeting.

16/FIN/17 Consideration of accounts for the year to 31st March 2017

Copies of documents had been circulated prior to the meeting.

Main Accounts

The Clerk commented that there had been some unexpected costs during the year including the hiring of grass cutting contractors when the LPC machinery was out of action, the cost of repairs to that machinery & also the effect of a succession of break-ins. There was a final settlement of £2.5k for insurance claims awaited. There had been little tree work necessary in 16/17 resulting in a saving against budget of £2.9k; however, since year end there have been two invoices received totalling £3.4k for emergency work.

Charities Accounts

The accounts for the year showed an excess of expenditure over income of £440; however, this was largely due to the replacement boilers & other capital works in the village hall for which accumulated reserves had been available as well as being part funded by County & District Councillor grants.

Pavilion Development Accounts

There had been little movement during the year & the funding statement showed that a balance of £65.7k was held by LPC as at 31st March.

Neighbourhood Plan

A schedule of costs was tabled showing that reserves of £3.8k were held at 31st March. Cllr Hargreaves said that there may be some small expenditure to come relating to the publicity for the referendum that would be held in late autumn.

17/FIN/17 The diarising of items required by Financial Regulations

The Chairman had produced a schedule of items that were required to be reviewed in order that Financial Regulations & Standing Orders were complied with.

The document was discussed & it was agreed that it would be brought back to the next Finance Committee meeting with timing of reviews for identified issues

18/FIN/17 Any other business

Members discussed the necessity of having budgetary procedures in place for both the pre-contract & contract phases of the Pavilion Development project.

It was agreed that Cllr Hargreaves & Cllr Mayo would liaise in order to produce an appropriate motion for the May Council meeting.

The Chairman closed the meeting at 21.00 hrs.

Next Meeting: 31st July 2017