

LISS PARISH COUNCIL

Minutes of the Finance Committee held on 30th January 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: Cllr L McDonald
Clerk: R Bowery

01/FIN/17 Apologies

Apologies were received from Cllr Linsley.

02/FIN/17 Declarations of interests

There were no declarations.

03/FIN/17 Minutes of the meeting of 14th December 2016

Resolved: The minutes of the meeting of 14th December, proposed by Cllr Dodds & seconded by Cllr Budden, were approved as a correct record & signed by the Chairman.

04/FIN/17 Matters arising

35/FIN/16 Grant application from Kings Arms for young carers lunch club.

The Clerk informed the committee that he had established that B&LPC had approved a grant of £1100 towards the running costs for the 17/18 financial year. The grant of £300 would be paid after 1st April.

35/FIN/16 It was noted that District Councillor grants of £2k had been received in respect of the Flood Risk Survey assessment & the contract had now been placed with RMA.

05/FIN/17 Consideration of accounts for the ten months to 31st January 2017

Copies of documents had been circulated prior to the meeting.

Main Accounts

The Clerk said that the forecast outcome for 16/17 was in line with that at budget preparation with the main overspend being on staff costs & a saving against new pavilion running costs. Cllr Smith asked what reserves held for transport initiative & traffic calming were intended for. The Clerk replied that traffic calming reserves could be used as contribution to the cost of a pedestrian crossing installed by HCC or other such projects; the transport initiative was intended to meet any liability for subsidising public transport that may arise.

Charities Accounts

Cllr Smith felt the subsidy of £2.7k put in to allotments was unreasonable.

Pavilion Development Accounts

The Clerk reported that a further £500 of professional fees had been incurred since account date.

Neighbourhood Plan

Cllr Hargreaves explained that there was a potential further publicity cost to be met from the balances held in respect of the anticipated referendum.

06/FIN/17 Consideration of the Financial Risk Assessment for 2016/17

The draft assessment had been circulated prior to the meeting.

Resolved: That the Financial Risk assessment for 2016/17 be recommended to Council for approval on 20th February.

In discussion it was agreed that an investigation into archiving opportunities be carried out in order that the village hall safe could be used to store cash rather than rely on staff taking it home for safekeeping.

07/FIN/17 Consideration of the Statement of Internal Control for 2016/17

The draft statements had been circulated prior to the meeting.

Resolved: That the Statement of Internal Control for 2016/17 be recommended to Council for approval on 20th February.

08/FIN/17 Consideration of draft grants policy.

Documents suggesting possible policy had been circulated.

After lengthy discussion it was agreed that Cllrs Smith & Hargreaves would prepare a policy that could be put to the Review Committee on 10th April.

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

Cllr Dodds said that he had identified seven points in the Financial Regulations that required regular action & should be diarised accordingly.

After discussion it was agreed that the Chairman & Cllr Dodds would liaise to progress the matter.

10/FIN/17 Applications for grant funding

- i) An application for £47.50 had been received from the Rev Peter Coley to cover the cost of renting the village hall to hold a fund raising event for Syrian refugees.

Decision:

The application should be rejected unless at the time of hire there had been confusion over whether the normal hall charges would apply. The Clerk was asked to check.

- ii) An application for £49.00 had been received from Mrs J Sprouse to cover the cost of renting the village hall to hold a fund raising event for The Rosemary Foundation Home Hospice.

Decision: The application was rejected.

11/FIN/17 Any other business

The Clerk reported on issues relating to the appointed Internal auditor. It seemed unlikely that they would be available for the 2016/17 audit work.

Decision: After discussion it was agreed that a recommendation be put to Council on 20th February that Lightatouch be appointed as internal auditor for 2016/17.

The contract with South West Audit would be suspended.

The Chairman closed the meeting at 21.30 hrs.

Next Meeting: 24th April 2017