

# Wheatley Parish Finance Committee Meeting Minutes

## 15th October 2018

**Present:** Cllrs R Bell (RB), P Gregory (PG), D Lamont (DL), T Newman (TN), A Sercombe (AS),

**Officer:** Michelle Legg, Clerk

**Members of Public:** 1

- 14. APOLOGIES FOR ABSENCE** – Cllr Street and Willmott
- 15. DECLARATIONS OF INTEREST** – Cllr Newman – Wheatley Neighbourhood Plan
- 16. The Maple Tree Grant (£10,000).** With the presence of a Maple Tree representative the chair decided to move this item earlier in the agenda. (Previously 24ii).  
A discussion took place around the great work that the centre delivers and how the parish council can support it, whilst the centre strives for sustainability.  
Other concerns were raised about the reliance on such grants, whilst suggestions were made to continue financial support whilst the centre builds their reserves to approved level.  
Cllr Lamont proposed, seconded by Cllr Bell, to approve £10,000 grant for 2019-20. 4 voted in favour, 1 against, therefore the grant was approved.
- 17. MINUTES AND ACTIONS FROM THE FINANCE COMMITTEE** on 18<sup>th</sup> June 2018, were signed as a true record of the meeting. All actions completed.
- 18 TO RECEIVE AN UPDATE from the Clerk**
- i) New accounting year/SAGE Business Cloud progress
  - ii) Debtors
  - iii) Gurm Dosanjh insurance claim
  - iv) External Auditors report
  - v) S106 funds for work to cricket wickets
- 19. FINANCIAL MANAGEMENT**
- i) Financial reports – previously circulated  
A request was made to see if the Profit & Loss could be renamed Income and Expenditure. **Clerk to investigate.**
  - ii) Bank statement were signed by the chair as a record of the balances, in the absence of a bank reconciliation. Checks were made and a bank reconciliation was requested, once available. **Clerk to action**
  - iii) Bank balances:
- |                        |                    |
|------------------------|--------------------|
| <b>Current Account</b> | £11,058.92         |
| <b>Tracker</b>         | £162,779.50        |
| <b>Treasury</b>        | £61,281.18         |
| <b>TOTAL</b>           | <b>£235,119.60</b> |
- 20. SCHEDULE OF PAYMENTS AUTHORISED** - attached with agenda and were agreed. Receipts to be included for next meeting (both periods July-December 2018).
- 21. TO RECEIVE A BUDGET UPDATE FROM THE WNP**, received

**22. TO RECEIVE AN REPORT FROM INTERNAL CHECKER TO BE DISCUSSED AT THE NEXT MEETING.**

In his absence Cllr street had circulated his findings and comments. statements to be signed,

**23. TO CONSIDER REVISED PHOTOCOPIER LEASE**

This was considered but there was no appetite to tie the council into another long and costly agreement

**24. TO CONSIDER ALLOCATION OF CHAIRMAN'S ALLOWANCE** was agreed

**25. TO CONSIDER GRANT APPLICATIONS FROM:**

i) **2018-19**

a) Wheatley Windmill Preservation Society (£10,000) agreed to forward this to full council. In the meantime the organisation will be asked to supply more information. **Clerk to add to the next council agenda.**

**Clerk**

b) Wheatley Park Prize Giving October 2018, £250 was agreed unanimously. Proposed by Cllr Gregory, seconded by Cllr Lamont and all voted in favour.

**26. TO BEGIN BUDGET SETTING PROCESS FOR 2019-20**

The Clerk had begun to shape the budgets for the coming financial year. Chair of Open Spaces to be asked to consider their budget commitments for the coming year. **Clerk to liaise with Cllr.**

**Clerk**

**27. CORRESPONDENCE RECEIVED AND ANY ISSUES REQUIRING URGENT ATTENTION**

- i) SODC Capital grant programme £145,000 available
- ii) Estimated election costs £2500
- iii) SSE Electrical rate change – not necessary to shop around
- iv) Christmas fair. It was agreed to pay for the lighting at the Christmas Fair event.

**DATE OF NEXT MEETING 17TH DECEMBER 2018**