

Wheatley Parish Council Finance Committee

Minutes Monday 21st June 2021

Present: P Gregory (PG), T Newman (TN), A Sercombe (AS)(Chair).

Officer: Michelle Legg, Clerk to the Parish Council (Clerk)

Members of Public: 2

No	Item	Initials								
1.	ELECTION OF CHAIRMAN OF FINANCE COMMITTEE. Cllr Street was happy to be considered for this role but was not present at the meeting. The committee agree unanimously for Cllr Street to be appointed Chairman of the Finance Committee.									
2.	ELECTION OF VICE-CHAIR OF FINANCE COMMITTEE – this item was deferred to the next meeting.									
3.	APOLOGIES FOR ABSENCE – Cllrs Harding, Street were noted.									
4.	DECLARATIONS OF INTEREST – none									
5.	MINUTES and ACTIONS FROM FINANCE COMMITTEE on 28 th April 2021 were signed as a true record of the meeting.									
6.	TO RECEIVE AN UPDATE from the Clerk <ul style="list-style-type: none">i) Internal Auditor visit carried out and report presented to full councilii) AGAR submitted to external auditor on 9th June 2021iii) CIL payment receivediv) Tommies ordered from Royal British Legion									
7.	TO CONSIDER GRANT APPLICATIONS RECEIVED <ul style="list-style-type: none">i) Enrych (£1,500). The council discussed this and agreed to grant £750.ii) Fusion Wheatley/Wheatley Community Church (£1,000). Representative spoke in support of the application for a community event. The committee agreed to grant £750.									
8.	TO APPROVE ACTIONS FOLLOWING INTERNAL AUDIT REPORT <ul style="list-style-type: none">i) Chair wanted to thank the Clerk and bookkeeper for their patience during the internal audit. Committee considered a report written by the Clerk addressing the comments raised. Current banking providers have not been helpful in setting this option up. Other banks have not been helpful in understanding the requirements of the council, whilst Unity Bank seem to understand the sector and provide dual/triple authentication. The Committee agreed to present a recommendation to Full Council, that an account with Unity Bank is openedii) Other comments. – Clerk has acted or responded, as appropriate									
9.	FINANCIAL MANAGEMENT AS OF 25.05.2021 - noted <ul style="list-style-type: none">i) Bank reconciliation & bank statement to be signedii) Balances:<table><tbody><tr><td>Current Account</td><td>£ 18,829.54</td></tr><tr><td>Premium Account</td><td>£168,937.18</td></tr><tr><td>CCLA Deposit</td><td>£ 65,006.93</td></tr><tr><td>TOTAL</td><td>£252.773.65</td></tr></tbody></table>iii) Income & Expenditure - notediv) Budget sheet update – notedv) Reserves update - notedvi) Debtors – update on debtors – noted	Current Account	£ 18,829.54	Premium Account	£168,937.18	CCLA Deposit	£ 65,006.93	TOTAL	£252.773.65	
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10. SCHEDULE OF PAYMENTS AUTHORISED - attached with agenda and was approved by the committee

11. TO DISCUSS UNPLANNED EXPENDITURE

Clerk had prepared a report covering items of expenditure that have arisen since the last meeting.

- i) Churchyard maintenance – Agreed that the tree work needs to be carried out and council will seek three quotes before agreeing financial contribution. It was agreed that the council should seek a Service Level Agreement with the PCC.
- ii) Newsletter printing. Committee reviewed the prices and agreed for the Clerk, Editor and Chair to carry out further checks and under delegated powers, appoint a new printer.
- iii) SLCC – committee approved expenditure for attendance to virtual conference for Clerk and Assistant Clerk
- iv) Noted price increase for cleaning services

12. TO CONSIDER EXTERNAL GRANT APPLICATIONS TO SUPPORT COUNCIL'S STRATEGIC PLAN

- Pavilion – numerous grants will need to be sought. **Working group to take this forward** **HPWG**
- Green fund for tree planting – **Clerk to investigate** **Clerk**
- Queens Diamond Jubilee – tree for Farm Close footpath **Clerk to investigate** **Clerk**
- Wren application for church road rec **Clerk to investigate** **Clerk**

Deadline for project at farm close road rec is looming. Clerk to complete reports and submit.

13. CORRESPONDENCE RECEIVED AND ANY URGENT ISSUES REQUIRING ATTENTION

Donation of goals in Church Rd Rec was appreciated.

Date of next meeting 18th October 2021