

Wheatley Parish Council

Finance Committee

Monday 19th June in Merry Bells Coffee Room at 7.30pm

Present: Cllrs Newman, A Davies, Stephens, Willmott, Gregory, Carr, Clerk- Michelle Legg

- Action**
18. **APOLOGIES for Absence** – received from Cllrs Lamont, T Davies, Hood
19. **DECLARATIONS of Interest** - none
20. **MINUTES of the previous Finance Committee** 22nd May, previously circulated and signed by Cllr Newman.
21. **UPDATE from the meeting** held on 22nd May.
210/16-17 Despite chasing and email conversations with LGPS/Sally Fox there is little information available as to the reasons for the deficit payment.- Cllr Stephens proposed contacting them giving them 1 months' notice for a full response. Seconded by Cllr Newman, all agreed unanimously.
Clerk to contact LGPS/Sally Fox again
- Clerk**
22. **GRANTS, LICENSES AND SUBSCRIPTIONS** – The grant application from Wheatley Archives is still pending and has been chased by Wheatley Archives.
Cllr Newman to liaise with Tim Blightman/ Merry Bells Committee.
- TN**
23. **AGREE GRANT TO MAPLE TREE CENTRE**
Cllr Carr raised a question over the grant, especially as the figures supplied by the centre will leave a shortfall.
Cllr A Davies suggested that a meeting is arranged to discuss their schedule of payments.
Cllr Gregory referred to F&GP minute 139 /2016-17 where the council had already agreed to pay the grant in instalments.
Agreed action for Maple Tree Rep to attend next Finance meeting to discuss potential payment plan.
Clerk to invite to Maple Tree to Full Council meeting on 3rd July to provide answers to the parish councils questions.
- Clerk**
24. **AGREE TERMS OF USE FOR BARCLAY PAYMENT CARD**
It was agreed that the Clerk is to be given a Barclay procurement/payment card to the limits already outlined in the Financial Regulations. The use of the card will not include cash withdraws.
A variable DD will be set up to pay the full amount each month.
A statement will be supplied at each Finance Committee.
Clerk to proceed once two signatories have signed the application and to supply a statement at each Finance Committee.
- Clerk**
25. **FINANCIAL MANAGEMENT**
- i) Budget for 2017/18 - discussed budget up to end of May 2017.
- ii) Balances - **Clerk to show this on future agendas.**
- Clerk**
- Finances forecast shows an already agreed reduction in reserves by

£24,000.

iii) Reconciled bank statement signed by Cllr A Davies

26. SCHEDULE OF PAYMENTS AUTHORISED

Cllr A Davies raised the issue of the costs of the photocopier.

Clerk to identify the terms and conditions of our existing lease.

Clerk and Cllr Willmott to identify alternatives that will still meet the needs of the parish office.

Clerk
Clerk/
PW

27. UPDATE from Clerk

i. SAGE - Payroll add on. £29.99 p/m to be purchased to improve payroll/pension functions

Clerk

ii. Ditch at Ambrose Rise - **Clerk to confirm removal of waste.**

iii. Gate for WPF to be purchased and installed during school holidays

iv. MD messenger/VAS - quote for increased maintenance cost.

Clerk

Clerk to confirm whether one or all.

Cllr Stephens questioned the need for a warranty

Clerk

Clerk to clarify that the repair is part of the two years warranty.

v. SLCC membership for Clerk/Assistant Clerk. In principle all happy for this to go ahead. **Clerk to check Ass Clerk rates**

Clerk

vi. Interim financial cover over summer 2017 whilst Finance Committee do not meet. Finance meeting to be called in August with single item on the agenda.

Clerk

Clerk to arrange August meeting & signing of cheques.

28. CORRESPONDENCE RECEIVED

i) letter of thanks from Wheatley Park School

ii) email from Cllr Kirsten Johnson relating to the Communities Fund.

29. ITEMS FOR INFORMATION

i) Grass cutting - Cllr Carr raised issue of areas where the grass has not been cut. Clerk reminded Cllrs to report areas where there are issues.

Clerk asked all visit the office to identify pockets of the village where ownership/responsibility is unclear.

All

Cllr Newman raised topic of the entrance to the village from A40, where litter is strewn from the services.

ii.)Wheatley Playing Fields have experienced damage to the doors and goals.

Cllr Gregory and Newman asked for it to be reported to the police and a claim made on the insurance.

Clerk to inform Sonja Barter from Holton PC.

Cllr Willmott to liaise with WPS

Clerk
PW

iii) Cllr Gregory informed those present that the Howe trust picnic takes place on Saturday.

30. DATE OF NEXT MEETING – August meeting TBC and 16th October

Cllr Newman asked all Cllrs to identify projects that they would like delivered in the village and to bring these to the October meeting.

Cllrs to identify potential projects.

All