

WILBURTON PARISH COUNCIL

FINANCE COMMITTEE

Minutes of the meeting of the Finance Committee on 3 May 2016 at St Peter's Hall, Wilburton at 7.00pm

Present: Cllr K Hennessy (Chairman), Cllr Howard, Cllr Massey, Cllr Reynolds

Also Present: The Clerk, 2 members of the public

FC16-029 - Apologies, Acceptance of apologies and declarations of interests

All present

FC16-030 – To approve the minutes from the meetings on 4 April 2016

The minutes of 4 April were approved for signature. Proposed by Cllr Reynolds, seconded by Cllr Massey, all agreed.

FC16-031 – Matters Arising not covered elsewhere on the Agenda

Next Full Council meeting should consider amending Financial Regulations so that items on the budget can be approved more by the appropriate committee,

Bank Accounts – need to review deposit account options now that the Lloyds Bank account signatories have been updated

Unity Bank – needs to be completed

Agenda – for next meeting Unity and deposit

FC16-032 - Public Participation – to accept questions and comments from members of the public and councillors with a prejudicial interest

Nothing raised

FC16-033 – To Approve the following accounts for payment

The following cheques were approved for payment. Proposed by Cllr Reynolds, seconded by Cllr Howard, all agreed.

Payee	Detail	Total Amount	Cheque No	VAT
D Maltby	Caretaking	336.67	2973	
P Warren	Clock winding	48.70	2974	
P A Burbridge	Cemetery (Mar and April)	540.00	2975	
ECDC	Council Tax - May	148.00	2976	
Eon	St Peter's Hall	40.00	2977	
Command Pest Control	Moles – Recreation Field	66.00	2978	11.00
Truelink	Grasscutting	85.20	2979	14.20
CAPALC	Subscription	340.11	2980	
Bidwells	Football Field rent – May	37.50	2981	
Mrs R Howard	Expenses – Fire Extinguishers	44.88	2982	
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Zurich Municipal	Insurance	2,383.42	2983	
Link Decorating	Clearing gutters	295.00	2984	
Mr H Upton	Expenses – Pavilion	10.97	2985	1.82
Anglian Water	St Peter’s Hall	775.75	2986	
Mrs S Thompson	Underpayment from Mar £ 97.50 Salary for April - £388.10	485.60	2987	
HMRC	Tax and NI	96.80	2988	

FC16-034 - Business Matters

Internal Audit – it was agreed to appoint Jacquie Wilson. Proposed by Cllr Hennessy, seconded by Cllr Massey, all agreed.

Year end Accounts and Annual Return – the accounts were scrutinised and will be put forward for approval by the Full Council at the later meeting. The accounts for the current year will be adjusted and will include some representation of accruals and prepayments.

Request to waive fees for Humpty’s Pre-School Christmas Fair 25/26 November 2016 – it was agreed to waive the hall fees for the Christmas Fair

Recruitment of Clerk – the vacancy is being advertised and the closing date is 30 May. Interviews to be arranged at the 6 June meeting.

FC16-035 - Date of next meeting – 6 June 2016

Closed at 20.05pm

Signed:

Date: