



Goostrey Parish Council

FINANCE COMMITTEE MEETING

MINUTES OF THE MEETING ON TUESDAY 4th APRIL 2017,
at 7.30pm in the VILLAGE HALL, LOUNGE

Present: Cllrs McCubbin (Chairman)(CMcC), Morris(Vice-Chairman)(KM), Bennett(RB), Godfrey(PG), O'Donoghue(IO) and Rathbone(TR)

In attendance: S Jones – Clerk to the Council

- 1. Declarations of Interest** - None
- 2. Apologies for absence** - None
- 3. Minutes of meeting 6th January 2017 – Resolved:** *The Committee resolved to accept the minutes of the meeting of 6th January as a true record of the meeting.*
- 4. Matters arising from the minutes of 6th January 2017** – There were no matters arising.
- 5. Draft Accounts for Q4 2016/17 - Resolved:** *The Committee resolved to accept the Draft Accounts for Q4.*
- 6. Financial position vs. budget Q4 2016/17** – The Chairman asked for the £50,000 donation to the Scouts for the New Youth Facility to be accounted for in expenditure from Capital reserves instead as a donation. **Resolved:** *The Committee resolved to accept the Financial Position vs Budget for Q4.*
- 7. Reserves Set for 2017/18** - The only reserves to be set for this year will be the Election fee of £3500 and the Village Hall Recharge of £12,000.
- 9. Arrangements for the Informal/Management and Internal Audits** - after some discussion the Committee decided that as Abacus Accountants (the provider of the new finance system to be used from 1st April onwards) had not had any involvement with the Parish Council's accounts in 2016/17 it would be acceptable to use them for the Internal Audit of Accounts for this year only.
- 10. Risk Assessment** – The Committee asked the Clerk to check to see if there is more up to date guidance on Risk Management in relation to Financial Matters for Parish Councils, as the current document seems to be out of date and any process should tie in with Standing Orders.
- 11. Speedwatch – Plan for maintenance and purchase of new equipment** - IO explained that the Speedwatch Group and the Amenities Committee had discussed the way forward at length and that the proposal was to purchase one of the new lower powered units with a higher powered solar panel to replace the current unit on New Platt Lane, in an attempt to see if the new units are suitable and can cope with the low level of sunlight in that location. The unit from New Platt Lane was proposed to be moved the post opposite the Crown with the existing solar panel, to encourage drivers to slow down near the school and the new Youth Centre/Scout Hut.

It was hoped that if the new unit proves to be reliable it may be a lower cost option for replacement units in future. An additional unit would be useful if a unit fails, as the others can be moved around to cover the most important locations whilst the broken unit is being repaired.

The cost of this proposal would be £3220 + VAT (including installation).

The Committee recommended that this was taken to the Parish Council by the Amenities Committee at the next Parish Council meeting as Speedwatch only has £1000 in their budget and the rest would need to come from general reserves which would required agreement from the Parish Council.

- 12. New Finance System** – IO explained that the system was ready to be used for the year 2017/18, however the reports required for the review of the accounts on a quarterly basis would be developed and made available to the Committee before the next Finance Meeting in July.

The Clerk had run reports using input from the last 3 months and it was possible to get some useful figures straight out of the system however, Abacus Accountants would be asked to assist in the production of the new reports.

- 13. Banking – provision for purchasing items up to a certain amount between meetings** - The Clerk put forward a suggestion for a credit card for the Parish Council which was dismissed.

Action: Clerk to ask if it is possible to have a debit card for the account and if it is possible to restrict the transaction amount to a figure to be defined by the Parish Council.

- 14. Minor Items and Items for the Next Agenda**

- Capital projects – RB to give the Clerk the total costs for the Works at the Village Hall in order that funds can be moved into the Current Account from the respective deposit accounts in time to pay for the work.

- 15. Date of Next Meeting** - 4th July 2017