



Goostrey Parish Council

FINANCE COMMITTEE MEETING

MINUTES of the MEETING on MONDAY 9th APRIL 2018, at 2.00pm in the VILLAGE HALL COMMITTEE ROOM

Present: Cllrs O'Donoghue (Chairman), Morris (Vice Chairman), Godfrey, McCubbin & Rathbone.

1. **Declaration of Interests** - None
2. **Apologies for absence** – Apologies for absence were received from Cllr Bennett.
3. **Minutes of meeting of 30th January 2018** – The Minutes of the meeting of 30th January 2018 were accepted as a true record.
4. **Matters arising from the minutes** – The Clerk needs to follow up the Risk Training with Chalc, and to pursue the ownership of the path between the Village Hall Car Park and the School.
5. **Draft Unaudited Accounts for the year ended 31st March 2018** – Approved
6. **Financial position vs. budget for the year ended 31st March 2018** – Approved
7. **Reserves – Review the Current Capital and General Reserves** - The Finance Committee needs to send out an invitation to all village groups to put forward projects which will benefit the community with a view to the PC choosing a number for funding from Reserves in 2018/19 tax year. One example is new tables for the village hall and lounge.
8. **Arrangements for Internal Audit**
 - Appointment of Internal Auditor (please see two quotes attached) – The Parish Council chose the quote for £450 from Bennet Brooks, quotes were also received from Cheshire Accountants and McEllin Kelly. Clerk to arrange to engage Bennet Brooks to carry out the Internal audit for year ended 31 March 2018.
9. **Asset Register** - Clerk to ensure that all redundant items are removed and new items added and to remove the depreciation costs so that it is just a list of assets and their purchase price. There should be a category for items which are joint use.
10. **Risk Assessment**
 - To consider if there are any changes to the Risks listed and if any change in the management of the risks should be made. – Finance agreed there were no changes required at this time.
 - Motion: To approve the Risk Register for adoption by the Parish Council as part of the Risk Management Policy. A copy of the Risk Register will be circulated to members before the meeting - Finance agreed to adopt the Risk Register it was agreed that IO,

KM and the Clerk will carry out an initial review of the Risk Register with a view to simplification and then it will be reviewed quarterly.

11. Finance System Support for 2018/19 - IO outlined that there were still a number of things which needed to be progressed including year end and that it would be prudent to engage Abacus Accounts for the financial year 2018/19. Finance agreed to recommend to pc.

12. Standing Orders & Financial Orders - Chalco has indicated that a council of our size must have Financial Orders which are separate to the Standing Orders. Copies of the suggested changes to Standing Orders and the New Financial Orders will be circulated to members before the meeting.

- Motion 1: To approve the principal of having separate financial orders - Agreed to recommend to PC

The Committee agreed the proposed changes to standing orders.

- Motion 2: To approve the changes to Standing Orders to bring them up to date. – Agreed to recommend to PC
- Motion 3: To adopt the new Financial Orders- Agreed to recommend adoption to PC

13. Minor Items and Items for the Next Agenda

14. Next meeting – 26th June 2018

15. Close meeting- the meeting closed at 16:15