

Great Wilbraham Parish Council

Minutes of the Finance Meeting of Great Wilbraham Parish Council Held Tuesday 2nd February, 8.00pm at the Great Wilbraham Social Club

Present: Roddy Tippen (Chair), John Beadsmoore, Sally Ramus and Stephen Bartlett
The Clerk, Natalie Mulvey was in attendance.

F15-16/19 To receive and approve apologies for absence - None

F15-16/20 Declarations of interest and dispensations

- (a) To receive declarations of interest from councilors on items on the agenda – None
- (b) To receive written requests for dispensations for disclosable pecuniary interests – None
- (c) To grant any requests for dispensation as appropriate - None

F15-16/21 To sign and approve minutes – Minutes of the Finance Committee meeting held on 21st October proposed by J Beadsmoore, seconded by S Ramus and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman of the Finance Committee.

F15-16/22 2015 – 2016 Financial accounts and budget review – The Clerk was asked to send a reminder to the Memorial Hall Trustees and the Church Yard for them to make an application for the donations that had not been requested in 2014-2015. The Clerk advised that the outstanding invoices for both the street light purchased and maintenance charge for various other lights had been chased. The 2016-2017 budget had been agreed at the Parish Council meeting on 14th January 2016. All agreed that a late change could be considered once information on improvements to the village street lights had been received. The Clerk confirmed that the request for a precept of £22,000 had been submitted.

ACTION: CLERK

F15-16/23 Expenditure authorisation procedures – R Tippen presented a draft expenditure authorisation procedure. This covered both regular administrative expenditure along with ad-hoc capital, maintenance and project expenditure. All agreed with the proposed procedure and the Clerk was asked to circulate this to the full council for agreement at the March meeting. It was hoped that this would resolve any future expenditure problems. The Clerk asked for clarification on how the Parish Cemetery invoices would be best dealt with in 2016-2017. The Clerk agreed to contact N Start to see if he was able to forecast the standard maintenance for next year based on his experience in 2015-2016

ACTION: CLERK

F15-16/24 Section S106 Money – Guidance had been circulated on how this money could be spent. Members discussed the problems in spending this money, they agreed that effort needed to be made to establish where the money is needed. Repairs to the fence surrounding the play equipment on the Memorial Hall grounds was suggested. The Clerk was reminded of the need to account for this money separately.

F15-16/25 Parish Council Financial Calendar – R Tippen presented a proposed annual calendar. This had been expanded to include all actions required of the Parish Council. The Clerk was asked to circulate it for members to make additions and to include it on the March agenda for agreement.

ACTION: CLERK

F15-16/26 Date of next meeting – Wednesday 4th May 2016

There being no further business the meeting closed at 8.51pm.