

**SHADWELL PARISH COUNCIL**  
**DRAFT MINUTES OF THE FINANCE COMMITTEE MEETING**  
**(Subject to Confirmation)**

**Monday 30<sup>th</sup> April 2018**

**Committee Members:** Chairman: Debbie Potter - (DP) (Present)  
Norman Taylor (NT) (Present)  
Vidya Venkatesh (VV) (Present)  
Nirmal Tulwa (NT(2)) (Present)  
Geoffrey Wilson (GW) (Apologies)

**In attendance:** the Clerk.

The meeting opened at 7:10pm.

28/17 **Apologies for Absence:** apologies received and accepted from GW.

29/17 **Declaration of Disclosable Pecuniary Interests** – None.

30/17 **Questions from Members of the Public** – None.

31/17 **Minutes** – The minutes of the meeting held on 8<sup>th</sup> January 2018 were approved and signed by the chairman.

32/17 **Matters outstanding and Clerk's Report** – Nothing.

33/17 **2017-18 Year End Budget and Accounts** – the bank reconciliation for March 2018 and the financial statements for the period ending 31<sup>st</sup> March 2018 were checked and agreed. No issues. The year end surplus is £4,216.67, and the balance carried forward into 2018/19 is £31,077.13.

34/17 **Internal Audit** - the summary of internal audit conclusions signed by Lisa Moore on 27<sup>th</sup> April 2018 as part of her Annual Internal Audit review was examined - no issues.

35/17 **Annual Governance and Accountability Return 2017-18** – the completed return was checked to the year and accounts and found to be in agreement. Agreed to recommend to Full Council without any amendments.

36/17 **Grants** – the following grant requests were considered:

- i. **Library** – request for annual grant of £3,000. Already budgeted for; agreed to recommend to next Full Council.
- ii. **Shadwell Methodist Church** - £100 towards regular Café Mornings; agreed to recommend to Full Council.

37/17 **Urgent matters that have arisen since the publication of the agenda and members' queries:**

- i. **Remuneration for Village Maintenance Contractor** – recommendation of Village Maintenance Committee considered. Agreed to recommend to Full Council as a Part 2 item.
- ii. **Extending Christmas Lights to Shops** – agreed to refer to next Full Council.
- iii. **2018-19 NJC pay award to Local Council Clerks** – 2.0% pay award noted; agreed to recommend implementation to next Full Council.

The Chairman closed the meeting at 7:35pm.

The next Finance Committee meeting is scheduled for **23<sup>rd</sup> July 2018** at 7:00pm in the Recreation Centre.

Signed ..... Chairman

Date .....