

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

Monday 23rd July 2018

Committee Members: Debbie Potter - (DP) (Present)
Norman Taylor (NT) (Apologies)
Vidya Venkatesh (VV) (Apologies)
Nirmal Tulwa (NT2) (Apologies)
Geoffrey Wilson (GW) (Present)

In attendance: Cllr Emma Stapleton, Cllr David Ford and the Clerk.

The meeting opened at 7:05pm.

- 01/18 **Co-option** – the members of the Committee present resolved to co-opt DF and ES to the Committee for this meeting only.
- 02/18 **Chairman and Vice-Chairman** – resolved to appoint DP as Chairman and GW as Vice-Chairman for the coming year.
- 03/18 **Apologies for Absence** - apologies received and accepted from NT, NT2 and VV.
- 04/18 **Declaration of Disclosable Pecuniary Interests** – None.
- 05/18 **Questions from Members of the Public** – None.
- 06/18 **Minutes** – The minutes of the meeting held on 30th April 2018 were held over to the next meeting.
- 07/18 **Matters outstanding and Clerk’s Report**
- i. **Exercise of Public Rights** – the Clerk reported that the period for exercising public rights in respect of the 2017/18 accounts expired on 13th July. No requests were received.
 - ii. **Submission to External Auditor** – the Clerk reported that the Annual Governance and Accountability Return 2017/18 and supporting documents were submitted to the external auditor on 6th June and were acknowledged the next day. Certification is expected during August.
- 08/18 **Quarter 1 Budget and Accounts** – the bank reconciliation for June 2018 and financial statements for the quarter ending 30th June 2018 were checked and agreed. Two redundant lines to be removed, otherwise no issues. Agreed to recommend to Full Council that £10,000 should be transferred from current account to deposit account to maximise interest received.
- 09/18 **Grant Requests** - the clerk reported that no specific grant requests had been received. Agreed to recommend to Full Council that the annual grants to the Village Hall, the Recreation Centre, the Scout Hut and the Horticultural Society should be paid forthwith.
- 10/18 **Urgent matters that have arisen since the publication of the agenda and members’ queries:**
- i. **Local Centres Programme** – Funding options discussed. ES reported that a meeting had been arranged with LCC and key stakeholders on 1st August to discuss how best to take forward.

The Chairman closed the meeting at 7:40pm.

The next Finance Committee meeting is scheduled for Monday, **22nd October 2018** at 7:00pm in the Recreation Centre.

Signed Chairman

Date