

**SHADWELL PARISH COUNCIL
FINANCE COMMITTEE**

**Draft Minutes of the Finance Committee Meeting held on
Monday 24th July 2017 in the Recreational Centre**

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

In attendance: Mike Woods (Clerk). There were no members of the public present.

The meeting opened at 7:00pm

- 1/17 **Election of Chairman** – Resolved to appoint Debbie Potter as Chairman for 2017/18.
- 2/17 **Election of Vice-Chairman** – Resolved to appoint Geoffrey Wilson as Vice-Chairman for 2017/18.
- 3/17 Apologies for absence from NT and NT(2) were received and approved.
- 4/17 **Declaration of Disclosable Pecuniary Interests** – There were no interests to declare.
- 5/17 **Minutes** – The minutes of the meeting on 24th April 2017 were approved and signed.
- 6/17 **Matters outstanding and Clerk’s Report** – The clerk reported that:
- i. The statutory period for public inspection of the draft accounts for 2016/17 ended on 14th July 2017. No requests to see the accounts were received.
 - ii. The external auditors, PKF Littlejohn, have queried variances in “Total other receipts” and “All Other Payments” between the accounting statements for 2015/16 and 2016/17. Detailed supporting statements have been provided by the Clerk and the query has now been resolved. A minor presentational adjustment to the accounts for 2015/16 will be required, but this will not affect the financial position of the Parish.
- 7/17 **Quarter 1 Budget and Accounts** – the bank reconciliation and financial statements for the period ending 30th June were checked and agreed. No issues.
- 8/17 **Transfer to Deposit Account** – Resolved to transfer £5,000.00 from the current account to the Skipton Building Society deposit account. Scope for a further transfer to be considered at the next meeting.
- 9/17 **Urgent matters raised by Committee Members not included on the agenda** – None.

The Chairman closed the meeting at 7:50pm.

The next Finance Committee meeting will be on 23rd October 2017 at 7:00pm.

Signed Chairman

Date