



287/289 Kenilworth Road, Balsall Common CV7 7EL
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Finance and General Purposes Committee Meeting

Unapproved Minutes of Finance and General Purpose Committee Meeting held on Wednesday 9 January 2019 at 7pm in the Westlake Room, Village Hall 112 Station Road, Balsall Common CV7 7FF

Minutes

Present: Councillor Will Heard (Chair), Councillor Christina O'Sullivan, Councillor Helen Dean, Councillor Judy Lea, Councillor Mark Tattum, Councillor Richard Lloyd and no members of the public

1. Apologies: There were no apologies.
2. Declaration of Interests: There were no declarations of interest.
3. To approve the Minutes of the Finance and General Purposes Committee Meeting held on 14 November 2018 as a true record.
Resolved to approve the Minutes of the Finance and General Purposes Committee Meeting held on 14 November 2018 as a true record.
4. To receive an update on the progress of resolutions of the last meeting.
Item 4: VAT reclaim for 2017/18 was submitted by the bookkeeper on 03.01.19
Item 12: The Gifts and Hospitality Policy was approved by full Council on 21.11.18
5. Public Forum
There were no members of the public present.
6. Proposal to consider and recommend to full Council the budget for 2019/20.
Resolved to recommend the budget to full Council for 2019/20 including the following amendments:
Allocation for contested election 2019/20 - £1,345
Correction to 2018/19 revised budget for total Street Scene to £18,152
7. Proposal to consider and recommend to full Council the setting of the Precept for 2019/20.

Resolved to recommend to full Council the precept level of £32,875, not including support grant of £200.

8. Proposal to approve the following virements for 2018/19:

Budget	Original budget 2018/19	Revised budget 2018/19	Virement	
NDP fees	£20,000	£18,500	-£1,500	To NDP expenses
NDP expenses	£5,000	£6,500	£1,500	From NDP fees
WMPF cessation	0	£75,000	£75,000	From general reserves
Stationery	£1,200	£1,800	£600	From general reserves
Grounds maintenance - Recreation	£3,415	£4,815	£1,400	From general reserves
Village centre planters	£1,300	£3,174	£1,874	From general reserves
Street Scene - bench	£0	£1,500	£1,500	From general reserves
Totals	£30,915	£111,289	£80,374	

Resolved to approve the virements as listed above and recommend to full Council.

9. Proposal to consider a pensions report on the Parish Council's withdrawal from the West Midlands Pension Fund and make recommendations to full Council.
Resolved to recommend to full Council that actions i, iii, and iv in the pensions report are approved.
10. Proposal to approve the following Parish Council subscriptions for renewal in 2019/20:
 Warwickshire and West Midlands Association of Local Councils
 Society of Local Council Clerks
 Information Commissioners Office
 Institute of Cemeteries and Crematoria Management.
Resolved to approve the following Parish Council subscriptions for renewal in 2019/20:
Warwickshire and West Midlands Association of Local Councils
Society of Local Council Clerks
Information Commissioners Office
Institute of Cemeteries and Crematoria Management.
11. Proposal to appoint an internal auditor.
Resolved to appoint Mike Spencer as internal auditor for 2018/19.

12. Proposal to approve grant application for £2,000 from Age Concern Solihull for the purchase of economic electric radiators, electric blankets, duvets and quilts, blankets and winter warmth temperature cards.
Resolved to recommend to full Council that the grant application for £2,000 from Age Concern Solihull is declined.
13. Proposal to delegate to the Clerk the drafting of a Parish Council Emergency Plan for committee consideration.
Resolved to delegate to the Clerk the drafting of a Parish Council Emergency Plan for committee consideration.
14. Proposal to approve a Policy for Management and Retention of Documents.
Proposal to approve a Policy for Management and Retention of Documents.
15. Update of Freedom of Information requests received by the Council since the last meeting. There have been no Freedom of Information requests received by the Council since the last meeting.
16. **Date of next meeting: Wednesday 13 March 2019, 7.00pm in the Westlake Room, The Village Hall, Station Road, Balsall Common CV7 7FF**

SIGNED Will Heard (Chair) DATE