

## Parish Council of Balsall

Minutes of the Balsall Finance Committee Meeting held on Wednesday 7<sup>th</sup> January 2015 at 6.00pm at the Westlake Room, Village Hall, Station Road, Balsall Common

### **Present**

Cllr Judy Lea (Chair), Cllr Richard Lloyd, Cllr Liz Macdonald, Cllr Marie-Louise Marsden, Cllr Douglas Money and no members of the public

Headings are those set out on the Agenda

### **1. Apologies**

Cllr Peter Trend

### **2. Declarations of Interest**

None

### **3. To approve as a correct record Minutes of the Meeting held on 24th September 2014.**

### **RESOLVED**

The Minutes are approved and Chair signed these as a true record

### **4. Matters arising from the Minutes**

Clerk provided details of cheques that had not cleared for payment. A few items still required clarification.

### **5. Public Participation**

No members of the public were present

### **6. Budget – To consider Budget and review**

The Clerk circulated the draft budget sent to Councillors prior to the meeting. This provided details of income and expenditure to Dec 2014.

It was recommended that Professional Services is set under a separate budget heading. Also, where payments are made from reserves, this is to be moved to the end of the budget to allow a clear picture of expenditure to date against budgeted figures.

Reference to donations is to be removed and this is to be headed up as "Grants under Section 137". Clerk to make amendments and circulated revised budget.

Councillors went through the figures and noted the areas of expenditure.

It was noted that further clarification is required of the pension deficit. A precise figure is required to enable a final reconciliation with Chadwick End to be undertaken. Clerk to make further enquiries

with the Pension fund. Clerk explained that the last figure had been obtained by Paul Lucas who had undertaken lengthy communications with the Pension Fund. This year we have been asked to pay £1,000. This liability is expected to continue each year until the former Clerk retires.

**7. Precept – To review and make recommendation to Parish Council for setting Precept of 2015/2016**

Following the review of the draft budget, it was agreed that the Precept for 2015/2016 is set at £94,870, representing an increase of 1% from £35.47 for a Band D household to £35.83 for a Band D household

**Resolved that this figure is recommended to the Parish Council to set the Precept for 2015/2016**

**8. Reconciliations – To sign off bank reconciliations and review income and expenditure to date**

The bank reconciliations were reviewed and considered. These were approved and signed by the Chair.

**9. Audit – To review internal audit report and agree any further action**

The interim internal Audit report had been circulated to Councillors prior to the meeting.

The report was reviewed and it was agreed that Diane Malley is appointed to assist the Clerk with end of year procedures

Clerk confirmed details of Diane Malley's hourly rate at £15.00 per hour

**10. Banking – To consider and recommend change of bank due to closure of Natwest local branch**

It was agreed that the Parish Council bank accounts with Natwest are closed and new accounts are opened with Barclays

**11. CCTV – To agree way forward for upgrade/replace CCTV system**

Clerk provided details of the specification received and this was reviewed by the Committee. It was agreed that Tesco should be approached to contribute to the cost of the CCTV system on the basis that the signals have been lost due to the size of the new building

Resolved that the specification is approved and Clerk to obtain quotes based on the specification

**12. Date for next meeting** – The date for the next Finance meeting is to be held on Wednesday 4<sup>th</sup> February 2015

There being no further business the Chair thanked everyone for attending and closed the meeting at 19.09pm

Signed..... Dated.....  
Cllr Raymond Ritchie  
Chair  
Balsall Parish Council Finance Committee