

Helsby Parish Council

Minutes of the Finance Committee meeting held at 7pm on Monday, 30th September 2019 in the Committee Room

Present:

Cllr. Terry O'Neill – Chairman
Cllr. Mags Porter

Cllr. Sarah Temple – Vice-Chairman
Cllr. George Randles

Cllr. Stuart Hulse
Cllr. Alan Gardner

- Public Air Time. Proposed by Cllr. Gardner, seconded by Cllr. Randles and **RESOLVED – that the meeting be suspended for public participation – F24/19.** There being no matters brought to the committee's attention it was proposed by Cllr. Hulse, seconded by Cllr. Randles and **RESOLVED – that Public Air Time be closed and the meeting reconvened – F25/19.**
- Apologies – Cllr. Sam Johnson.
- Declarations of interest -none reported.
- Minutes of the previous meeting. Proposed by Cllr. Hulse, seconded by Cllr. Temple and **RESOLVED – that the minutes of the Finance Committee meeting held on 1st July 2019 be accepted as accurate and duly signed by the Chairman – F26/19.**
- Matters arising from the previous meeting – none reported.
- The committee reviewed grants and earmarked reserves c/f from 2018/19 and also provided for, received and spent in the current fiscal year as follows which were duly noted:
-

Particulars	Balance 01/04/19 £	Provided 2019-20 £	Planned usage 2019-20	Expected balance 31.03.20
Specified earmarked reserves				
Community Sports Club / Parish Office	88,000	12,000	100,000 ^(a)	0
Future burial provision	18,925	3,566	0	22,491
Bud Head 226R – soft safety surface	0	8,000	0	8,000
Budget amended to transfer £3,556 from Election expenses to the professional fees associated with the creation of a conservation area	0	3,556	3,556	0
Total:	£106,925	£27,122	£103,556	£30,491

Key:

- (a) A draft lease had been received from Butcher & Barlow (acting on behalf of the Helsby Community Sports Club) that Cllr. MacPherson, who was experienced in commercial leases, was examining. It was hoped that Cllr. MacPherson's comments would be available to be received and considered by the Parish Council in time for the October meeting.

7. Review of investment programme. Summary as follows: -
 - a) Co-Operative Bank – Business Select Account £76,004.42 as at 5th April 2019
 - b) Monmouthshire Building Society – Corporate Bonus 90 (Annual) £76,625.08 as at 5th April 2019
 - c) Nat West Business Reserve £110,106.01
 - d) Rights under the Financial Services Compensation Scheme - £85,000 per banking group.

The Clerk was now in receipt of the bank mandate form from the Monmouthshire to remove Mr Connor and replace with Cllr. Hulse and Temple. It was important that the new Clerk be included in the mandates for all banking and building society accounts to enable them to access accounts held by the Parish Council.

8. External audit 31st March 2019. Annual Governance & Accountability Return (AGAR). The outcome of the external audit had been received by PKF Littlejohn with no matters reported i.e. ‘a clean report’ – duly noted.
9. Budget Analysis as at 30th September 2019. The committee worked through the document the contents of which were duly noted. Cllr. O’Neill suggested that the Christmas Illuminations Budget Heading 228 be reduced by £5,000 as the lighting display was end to end of the village and now it was just a matter of replacing old and worn out stock. It was agreed that a new budget of £5,000 be created to meet the expenditure of marking VE Day. This found favour with members of the Finance Committee. Budget Analysis amended accordingly.
10. Financial statement would be produced in time for the full council meeting as usual.
11. 5-Year Business Plan was being displayed on the website. The Parish Council couldn’t justify having it in printed format as it was a moving document subject to change.
12. Road closures for public events. CWAC had written to say that from 2020/21 onwards, the local constabulary would not be supplying its staff to undertake road closures (e.g. Remembrance Day) as they would be needed to police the events. From then onwards, any road closures for local events must be funded by local communities e.g. employing Traffic Management companies. This did not go down well with committee members. The notice coincided with Northwich Town Council offering courses in Section 8 of the Road Traffic Act costing £200 + VAT per attendee (Section 8 laid out the rules for placing cones and distances required). Cllr. Temple suggested getting a volunteer (from the community) to attend the course as this could be useful for Half-marathon, Ho Ho Helsby parade etc. Although a good idea, the cost of purchasing equipment, lighting and storage of same could prove prohibitive.
13. Date of the next meeting – 6th January 2020.

The meeting closed at 7.25pm.

Chairman’s signature..... Dated.....

Minutes of the Finance Committee meeting held on 30th September 2019