

Finance Committee Meeting
Minutes of the meeting held 7th September 2011 at 8.13pm
In the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr Mrs J House, Chairman

Cllr R Bryan	Cllr C House	Cllr J. Crow
Cllr M Dyer	Cllr Mrs J. House	Cllr Mrs A. Warman
Cllr R. Warman	Cllr R. Dudman	

In attendance: Mrs K. Bradbury, Acting Parish Clerk

Public Forum: None

216. Declarations of Interest:-

Name	Details	Declaration
Cllr R Bryan	Item 5 cheque. Cllr Bryan left the room for this item.	Personal & Prejudicial
Cllr C. House	Item 5 Cheque. Cllr House left the room for this item	Personal & Prejudicial

217. Apologies: There were no apologies.

218. Minutes of the Finance Committee meeting the Minutes of the meeting held on 6th July, 2011 pages 24 & 25, were approved and signed as a correct record. Proposed by Cllr R Bryan and seconded by Cllr C House.

219. Matters Arising from the Minutes: None

220. The schedule of payments for cheques

August 2011 cheque numbers 003769 - 003784 were discussed, a copy of which had been circulated to each Member, and a public access version is placed with these Minutes in the Minute Book see Appendix A. The schedule was approved. Proposed by Cllr M Dyer, seconded by Cllr R. Warman.

RESOLVED: That the schedule of payments for cheque numbers 003769 - 003784 be approved.

September 2011 cheque numbers 003757 - 003768 were discussed, a copy of which had been circulated to each Member, and a public access version is placed with these Minutes in the Minute Book see Appendix B. The schedule was approved. Proposed by Cllr M Dyer, seconded by Cllr R. Warman.

RESOLVED: That the schedule of payments for cheque numbers 003757 - 003768 be approved.

221. Bank Reconciliation

The Clerk submitted for information a bank reconciliation for the period ended 26th July 2011., a copy of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix C. It was proposed for acceptance by Cllr Mrs A. Warman seconded by Cllr R Bryan. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 26th July 2011 be approved.

The Clerk submitted for information a bank reconciliation for the period ended 19th August 2011, a copy of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix D. It was proposed for acceptance by Cllr R Warman and seconded by Cllr M. Dyer. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 19th August 2011 be approved.

222. Reserve Holdings – Members noted Allied Irish Bank reserve holdings have been re-invested. In view of the poor returns currently being obtained on investments it was considered that the Capital Reserves Sub-committee should meet to discuss possible alternatives. A meeting to be arranged.

223. Village Hall Management Committee –The Minutes for the July and August meetings will be available at the next Finance Committee meeting.

224. Budgetary commitments made by other committees and Council – Members noted the content of the budgetary plan.

- i. Cllr R Warman suggested that while Retained Income and Emergency Staff Cover should remain as ring fenced reserves, most of the other items could be dealt with through the budget.
- ii. Planning Electronic Equipment: it was considered that £600 would not be enough if a grant was not forthcoming. More information was needed on the equipment, the set up and the administration involved.
- iii. Patio Area: The whole area needs a facelift and there are drainage pipes beneath that have to be taken into consideration. The Clerk was asked to find out whether the patio area falls within the leases of the Village Hall or the Youth Club.
- iv. Expenditure Charts and budgetary Comparisons: It was suggested that removing the columns for 2007/08 and 2008/09 at the left of the spreadsheet would allow room to expand the expected expenditure to give actual totals for the current year as well as the quarterly breakdown of expenditure. These can then be more easily compared to the current budget and the budget for next year.

225. Internal Audit: The report from the Internal Auditor for the quarter ending 30th June was received and it was noted that there were no issues raised.

226. Grant Request: A grant request was received from the Citizens Advice Bureaux Wimborne, budgetary provision allocated £440. The Citizens Advice Bureaux was the only applicant to send in a supporting set of accounts. Councillors were unwilling to make a final decision as it was not clear what proportion of St Leonards and St Ives residents attend the Wimborne branch,. It was thought that more people would go to the Ringwood branch as it was nearer. The Clerk was requested to get more information about the numbers attending the Wimborne branch and also to ascertain whether the grant was specific to Wimborne or whether it was redistributed around all the branches.

227. Exchange of Information:

1. Next meeting scheduled 5th October 2011.

Meeting ended at 8.18pm

Chairman