

# **ADDINGHAM PARISH COUNCIL**

## **MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON MONDAY 17 OCTOBER 2016 AT 7.00PM**

### **Present**

Cllrs: Coates (Chairman), Jerome, Mawson, Orr and Tennant.

### **Absent**

None

### **In Attendance**

Parish Clerk – J Markham

### **8/16 Apologies for Absence**

None

### **9/16 Disclosures of Interest**

Pursuant to the Council's Code of Conduct, Members were invited to disclose any additional interests (not already listed in the Register of Interests), and to note in the Declarations of Interests Book any previously disclosed interests, relevant to the business of the meeting.

Relevant interests noted: None

### **10/16 Public Consultation and Question Time**

No members of the public were present at the meeting.

### **11/16 Minutes of the Meeting held on 30 March 2016**

**Resolved:** That the Minutes of the meeting held on 30 March 2016, having been taken as read, be approved and signed as a true and correct record by the Chairman.

### **12/16 Monitoring Statement to 30 September 2016**

The Monitoring Statement, showing expenditure to date against budget and indicating the level of uncommitted funds, was discussed and noted.

### **13/16 Review of Regular Payments**

A schedule of regular payments made by the Council on an annual basis, and by Standing Order and Direct Debit was reviewed.

### **14/16 Action Plan 2017/18**

The draft Action Plan 2017/18, highlighting levels of expenditure potentially required for service provision in 2017/18, was discussed. It was noted that potential expenditure estimates, as proposed for planned actions, would be used to inform the draft Budget and Precept proposals to be presented to the next meeting of the Committee.

### **15/16 Council Accounts**

The Clerk reported on the Council's current accounting arrangements and, after discussion, it was agreed that, once budget proposals for funding requirements for the immediate and short term, including the establishment of "earmarked" funds for capital investment in asset improvement and maintenance, had been approved by Council, further consideration would be given to the possibility of placing a proportion of reserves on medium term deposit. In the meantime, it was

**Resolved to Recommend:** That the Clerk be authorised to close the Tracker fund, currently holding a minimal residual balance, and transfer the monies into the current account with immediate effect.

### **16/16 Insurances 2017**

The Clerk reported on quotations received for the renewal of the Council insurance policies in 2017. After discussion, the Clerk was asked to report back on the additional costs of insurance cover which could potentially be required mid-year as a result of possible changes in service provision. Revised quotations would be considered further at the next meeting.

### **17/16 Review of Salaries and Contracts**

A schedule setting out current and proposed expenditure on salaries and contracts was discussed and noted, and would be used to inform the draft budget for expenditure on staffing costs 2017/18.

### **18/16 Date of Next Meeting**

The next Meeting of the Committee would be held on 12 December at 7pm.

Meeting closed at 8.45pm.