

Minutes of the Meeting of the Finance, General Purposes & Administration Committee held on Monday 4 July 2016 at The Council Offices, Post Office Road at 7.15pm.

Present: Cllr S Payne, Cllr K Hathaway, Cllr B Anderson, Cllr C Davey, Cllr K Green & Cllr J Houston.

In attendance: Sarah Bristow (Clerk)

127 Apologies for absence

It was resolved to accept apologies from Cllr Brundle.

128 Declarations of interest

No declarations received.

129 Minutes of meeting held on 6 June 2016

It was resolved for the minutes to be signed by the Chair as a true record.

130 Matters Arising

All items on the agenda.

131 Current Financial Position

a) Whole Council Budgets

The Clerk handed round a copy of the latest budget report. Everything in order. The Clerk advised that the VAT refund had been received and £1368.09 had been received from Zurich for the Skatepark. Cllr Payne asked if the second part of the NI/wages had been refunded from the HMRC. The Clerk advised that it had not been received. **It was resolved for the Clerk to chase.**

b) Aged Debtors

The Clerk advised that there were currently two aged debtors for Village Voice Adverts. Both adverts have been taken out of the magazine for the next issue.

c) Reserves

The Clerk advised that all the money was now in the two Barclays accounts. Interest this quarter was £17.19. The Clerk advised that a letter had been received from Barclays advising that the threshold for protection had been reduced from £85,000 to £75,000. The clerk advised that there is currently twice this amount in the deposit account.

132 Investments

Nothing to advise at the present time as no worthy investments available at this present time.

133 Grant Award Policy

The Clerk advised that she had amended the Policy with the Safeguarding information.

134 Telephones

The Clerk advised that she had resolved the problems with BT for the time being.

135 Internal Auditor

a) Report. The Clerk handed round the report and advised that the only recommendation was regarding the Village Voice Live account as Cllr Bubb has lost his accounts book so it was not available for inspection.

b) Appointment. Everyone was happy with the report and the work undertaken by Mr Pearson. **It was resolved for the Clerk to write and appoint Mr Pearson as Internal Auditor for 2016/17.**

136 Correspondence Received

Insurance Policy: The Clerk advised that the draft insurance schedule has just been received. The Clerk advised that currently Volunteers were not included and they also require details of events that we hold as and when they are being organised. **It was resolved for the Clerk to find out the cost of covering volunteers, inform them of the 18 September event, and email round, as the schedule has to be agreed by the end of the week.**

137 Items for inclusion at the next meeting

Items 6, 7 & 8 to be removed.

138 Date and time of next meeting

Monday 5 September 2016 at 7.15pm at the Parish Office.

With no further business the meeting closed at 7.56pm.