

WIGGINTON PARISH COUNCIL – FINANCE COMMITTEE

Draft Minutes of the Meeting of the Parish Council's Finance Committee held on Monday 28th April 2014 in the John Jeffery Room at the Old School, Wigginton at 10.00am

F13/053 Present

Cllrs Runciman (Chair), Denton, Douglas, Firth, Fisher, Spence and Vaughan.

F13/054 In Attendance

The Clerk

F13/055 Apologies for Absence

None

F13/056 Declarations of Interest

None

F13/057 Minutes of the last meeting

RESOLVED that the Minutes of the previous meeting, held on 20th February 2014 be accepted as a true record.

The Chair signed the Minutes of the previous meeting.

F13/058 Matters arising from the minutes of the meeting held on 29th November.

a) Double Taxation

The clerk presented a schedule of potential double taxation services as follows:-

Grass Cutting	£ 7533.00pa
Hedge Cutting	£ 14400.00pa
Tree management	£ 1000.00pa
Pond maintenance	£ 1214.00pa
Litter/Waste/Salt and Dog Waste Bins	£ 200.00pa
Seating	£ 250.00pa
Provision of childrens play area	£ 3500.00pa
Total	£ 15037.00pa

RESOLVED that the matter be advised to City of York Council.

b) Annual Audit

The Clerk informed members that the annual audit was carried out by Yorkshire Internal Audit Services on 15th April. They have reported that there are no issues requiring attention.

RESOLVED that the matter be noted.

c) Outstanding grant payments

The clerk informed members that two grant payments remain outstanding,

a) Haxby and Wigginton History Group £ 200.00

b) Churchfield Open Space Committee £ 2668.00

RESOLVED that the grant payments be made.

d) Cllr Vaughan asked if a grant request has been submitted by Oaken Grove Community Centre. The clerk advised that at this stage he has not received a grant application.

RESOLVED that the matters be actioned and noted accordingly.

F13/59 Year end account 2013-14 Finance Report

The Clerk informed members that the accounts have been completed and as noted above have been audited. They will be presented to the Parish Council for approval and signature on 13th May 2014. The annual return will be signed on 13th May 2014 and forwarded to Littlejohn LLP.

The Clerk informed members that a number of payments are due and require processing before the next Parish Council meeting:-

		cheque no.	NET	VAT	GROSS
D.W. Geary	Printer and stationery	100222	113.23	20.65	133.88
HMRC	Paye/NI April 2014	100223	198.63		198.63
D.W. Geary	April 2014 salary	100224	687.26		687.26
Information Commissioner	DATA protection	100225	35.00		35.00
BT Payment Services Ltd	Telephone calls and rental	100226	70.00	14.00	84.00
Sleightholm Landscapes	Grasshoppers FC grass cut	100227	100.00	20.00	120.00
Scott Barley	Erection of new noticeboard	100228	285.00		285.00
Barker Joinery & Construction	New noticeboard	100229	700.00	140.00	840.00
Yorkshire Internal Audit Services	Annual audit	100230	290.00		290.00
Haxby & Wigginton History Group	WW1 Memorial plaque grant	100231	200.00		200.00
Churchfield Open Space Committee	Willow Garth Improvements grant	100232	2668.00		2668.00
Yorkshire Local Councils Association	Annual Subscription 2014-15	100233	677.00		677.00
			<u>6024.12</u>	<u>194.65</u>	<u>6218.77</u>

RESOLVED that the matters be noted and payments be actioned accordingly.

F13/060 Allotments

The Clerk informed members that all allotments have now been let and rent payments received for 2013-14. There is currently a waiting list of 16.

RESOLVED that the matter be noted.

F13/061 To consider a local residents employment request

The Clerk informed the members that he has received a request from a local resident seeking part time employment in respect of litter picking.

Members were opposed to any further employment and asked that the Environment Committee consider the request. Any use of the services offered would need to be on a self-employment and casual basis.

RESOLVED that the matter be noted and passed to the Environment Committee to consider.

F13/062 Other business not requiring notice.

Cllr Douglas asked to raise a matter and that the clerk be asked to leave the room during the discussion.

Cllr Douglas discussed the level of work recently carried out by the clerk outside his normal duties.

RESOLVED that the clerk be awarded an ex gratia payment of £ 500.00 for extra hours worked since the new year. The Clerk returned to the meeting.

F13/063 Date and time of next meeting

The date and time of the next meeting will be advised by the clerk

NB: These minutes are unconfirmed and subject to confirmation at the next meeting of the Finance Committee.