

WIGGINTON PARISH COUNCIL – FINANCE COMMITTEE

Draft Minutes of the Meeting of the Parish Council's Finance Committee held on Wednesday 2nd March 2016 in the Len Roberts Room, Wigginton Recreation Hall. Wigginton at 10.00.

F15/035 Present

Cllrs Runciman (Chair), Denton and Firth.

F15/036 In Attendance

The Clerk.

F15/037 Apologies for Absence

Cllrs Vaughan, Fisher and Spence

F15/038 Declarations of Interest

None

F15/039 Minutes of the last meeting

RESOLVED that the Minutes of the previous meeting, held on 24.11.15 be accepted as a true record.

The Chair signed the Minutes of the previous meeting.

F15/040 Matters arising

a) 2015-16 Grant Payments

The Clerk informed members that the grant payment to Wigginton Squash Club has now been made and that all approved grant payments have been made and Financial Agreements received. A number of recipients have acknowledged the grant payments and expressed their thanks. A total of £ 11184.00 has been paid.

RESOLVED that the matter be noted.

b) The Clerk informed members that the 2016-17 budget was presented to the Parish Council and approved and that the Precept request has been submitted to City of York Council. Precept payments should be received on 30th April 2016 and 30th September 2016.

F15/041 To receive a financial update to February 2016 (provisional)

a) The clerk presented the Reconciliation and Management Accounts for February 2016-provisional as bank statements have not yet been received.

Opening balance brought forward-current account £ 10342.22

Opening balance brought forward- interest account £ 29909.71

Less un-presented payments 2014-15 -£ 3520.60

Balance £ 36731.33

Add receipts to February 2016 £ 54618.37

Less payments to February 2016 -£ 50879.83

Balance at 01.03.16 (provisional) £ 40992.61

RESOLVED that the provisional reconciliation be noted

b) The Clerk informed members of various matters in hand including

1) Request to make a payment to solicitors on account for £ 300.00 towards disbursements in relation to professional services regarding land registry matters. This would be made without an invoice in accordance with Solicitors Practices.

RESOLVED that the payment be made and evidenced by the correspondence.

2) The Clerk informed members that an informal request has been received from Wigginton Sports and Playing Fields Association in respect of possible financial support for car park repairs.

RESOLVED that a grant of £ 500.00 be awarded

- 3) The Clerk informed members that he has discussed internet banking with HSBC and we can establish this facility for viewing of the accounts only therefore reducing any risk of irregularities.

RESOLVED that the Clerk arrange for internet banking with viewing facilities only.

15/042 The Old School building roof repairs

The Clerk informed members that following a meeting with the Chartered Building Surveyor S. Charlton Building Contractors have been awarded the contract to carryout chimney repairs to the Old School subject to receipt of a risk assessment and method statement and confirmation of scaffolding protection. He also informed members that an asbestos survey will be undertaken by A1Environmental a registered asbestos company.

RESOLVED that the matter be noted and progressed by the Clerk.

15/043 To confirm arrangements for two new direct debits.

The Clerk informed members that the Parish Council has now established two (2) direct debit payments with British Telecom.

RESOLVED that the matter be noted and monitored during financial checks and that the financial checks are not carried out by the same two councillors each month.

15/044 To receive information in respect of potential investment.

The Clerk informed members that he has had a meeting with a financial advisor at the Skipton Building Society in respect of possible investments into an easy access no penalty account offering 1% interest.

RESOLVED that the Clerk arranges an easy access no penalty account with the Skipton Building Society and for signatories to be advised of arrangements for authorising the opening of the account with an initial sum of £ 20,000.00.

15/045 To receive confirmation of year-end internal audit.

The Clerk informed members that the year-end internal audit will be carried out by Yorkshire Internal Audit Services on Tuesday 12th April 2016.

RESOLVED that the matter be noted.

F15/046 Other Business Not Requiring Notice

- a) The Clerk informed members that he has received information relating to the issue of a commemorative medal to celebrate HM Queen Elizabeth II 90th birthday. The cost of the medals is £ 1.99 plus postage. He thought it might be good to issue one each to the children of Wigginton Primary School as we did on the occasion of her diamond jubilee.

RESOLVED that the matter be noted but not pursued.

F15/047 Date and Time of Next Meeting

The next meeting of the Finance Committee will be held on Tuesday 17.05.16 at 1000 at the Old School.

NB These minutes are unconfirmed and subject to confirmation at the next meeting of the Parish Council.