

MALVERN WELLS PARISH COUNCIL

Minutes of the Meeting of the **Finance & General Purposes Committee** duly convened and held in **The Committee Room, Malvern Wells Village Hall, Wells Road on Thursday 18th October, 2012 commencing at 7.30pm.**

Attendance: Councillor A Bradshaw (Chairman)
Cllrs K Wagstaff, M Victory, B Knibb
and A Hull

In Attendance: Mr D M Taverner (Clerk and Responsible Finance Officer)

1 Apologies noted: Cllrs N Johnson and Mrs H Burrage

2 Declarations of Disclosable Pecuniary Interests for the meeting and any changes to be notified to the Registers of Interests and Gifts & Hospitality:

Declarations of interests were unchanged and were as previously recorded

3 Minutes

The Minutes of the meeting of the Committee held on 12th July, 2012, having been previously circulated, were accepted and signed by the Chairman as an accurate record of that meeting.

4 Matters Arising from the Minutes

New play area facilities

The Clerk reported that he had met informally with representatives of ROSPA who had not voiced any concerns about the suitability of the general area of The Pound on Peachfield Road common for potential use as a children's play area. Meetings had also taken place with representatives from the Queen Elizabeth Challenge and the Football Association to ascertain the viability of potential grant funding for the Assarts Road playing field drainage scheme

Gas lamp refurbishment project

The Clerk reported that he had met with Brian Harper of Sight Designs Ltd who had given an undertaking that all of the lamp heads would be returned to their respective heads by the end of October. A final invoice would then be submitted by Sight Designs which would form the basis for the final claim of the renovation grant from MHDC. The Clerk had made it clear to Brian Harper that no payments for work on the gas lamps would be made to him by the Parish Council until all the individual lamps were seen to be working.

5 Consideration of:

a) The Bank Reconciliation statement to 30th September, 2012: The Clerk presented the figures contained in the previously circulated bank reconciliation which showed that the Council's total cash funds at 30th September, 2012 comprised:

<u>National Westminster PLC</u>		£
Current Account		100.00
Business Reserve Account		40,708.49
1 year Treasury Deposit		50,000.00
(less) unrepresented cheques		<u>(10,946.72)</u>
		79,861.77
<u>HSBC PLC</u>		
3 month fixed deposit		30,000.00
Total Cash held at 30 th September, 2012		<u>109,861.77</u>

The Clerk advised that a transfer of £30k had now been made to the new bank account with HSBC on a three month fixed deposit.

The level of funds with each of the Council's banks was being monitored on a daily basis by the Clerk to ensure that total cash held, with each bank, was maintained below a level of £85K so as to maximise the protection afforded by Bank of England's deposit guarantee scheme

b) The Quarterly financial Report: The Clerk presented the previously circulated quarterly report showing actual income and expenditure for the period ending 30th September, 2012.

Members noted that the individual budget headings for each of the Council's services were broadly on track with the originally approved budget

The Clerk and Cllr Johnson had carefully examined each budget heading and had drawn up draft budget projections for the year 2013/14 which were now being presented to members of the committee for their consideration. A sum of £1k had been incorporated in the open spaces budget to fund the provision of railings around the Jubilee Garden

It was agreed to **recommend to Council** that the level of increase in the 2013/14 precept should be limited to 1.94% which would result in a precept of £75,150 being set. The final decision on the actual precept level would be made at January, 2013 Parish Council meeting.

In accordance with previously agreed Council policy it was planned that the following additions would be made in 2012/13 to the Council's Earmarked reserves to provide for future years commitments in respect of:-

	£K
Future Cemetery Land purchase	3
Assarts Road Playing Field drainage and new play equipment	2
St Peters Closed Churchyard	5
Staff Pension Gratuity	0.3

In addition it was agreed to **recommend to Council** that an annual contribution to a new earmarked reserve for future cemetery equipment purchases should also now be established.

6. Urgent works in the Parish Cemetery

Members agreed to accept a quotation from AG Pritchard Ltd in the sum of £580 plus VAT for restorative works to the Cemetery water supply.

It was also agreed that a new hedge cutter and leaf blower for use in the Cemetery should be purchased at a cost of £435 and £184 plus VAT respectively

There being no further business the Chairman closed the meeting at 8. 10pm.

Chairman-----
Dated 17th January, 2013

N Johnson