

Minutes of the meeting of Belbroughton Parish Council Finance Committee held on 21st May 2012 in Fairfield School

Present: Councillors J Kitson, J Bradley, K Green, C Hine, T Jones, S MacDonald, D Roberts, C Scurrrell and P Shotton.

In attendance : Katie Limm (Clerk). Mr D Stephenson and Mrs Stephenson attended for item 156/12.

152/12 Election of Chairman and Vice-Chairman of Finance Committee

Cllr Kitson was re-elected to chair the Committee. Cllr Scurrrell was re-elected as Vice-Chairman.

153/12 Apologies : No apologies were received.

154/12 Declarations of interest: No interests were declared.

155/12 Minutes of the meeting on 16th April 2012

The Minutes of the previous meeting were approved and were signed by the Chairman.

156/12 Adoption of telephone kiosk

The Council had received a request from Mr Stephenson (a former resident of Belbroughton) for the Council to adopt the kiosk on Yew Tree Avenue, Belbroughton on his behalf. This request had been made because only Councils and other statutory bodies could adopt a kiosk. The Clerk had made enquiries of BT about whether the Council could pass the kiosk on to a private individual since the adoption contract apparently prohibited this. BT had indicated that this prohibition could be removed at the request of the Parish Council.

The Committee did not rule out adoption of the kiosk on Mr Stephenson's behalf but was clear that if it agreed to do so the Council should not incur any liabilities or costs. Mr Stephenson was asked to make any necessary further enquiries of BT about the process and to set out fully in writing to the Council what he proposed. The Council would need clear undertakings from him that he would cover all costs involved, including any incurred by the Council, and accept full responsibility for the kiosk.

157/12 Bank reconciliations

The bank reconciliations for the Council's two accounts were noted.

158/12 Accounts for Payment

Payments for May as set out in a schedule tabled by the Clerk were approved.

159/12 Accounts for 2011/12

The Committee noted the balance sheet and final income and expenditure figures for 2011/12 following completion of the internal audit. The final out-turn was a small deficit of about £300 but this included payment in 2011/12 of just under £3,000 in grants to parish bodies that had been offered for 2010/11.

A note of expenditure in each ward had been circulated. Cllr Green noted that in relation to spending at Fairfield Recreation Ground it should be borne in mind that the Council received income from the Football Club for use of the ground. The Committee agreed that this expenditure information was very useful and that this should be monitored over the life of the Council.

The internal auditor's report was noted. The Committee thanked the Clerk for her work on the Accounts.

160/12 2012/13 Budget

The Committee reviewed the current year’s budget and agreed some adjustments to take account of current information. In particular the sum saved on the grass cutting contracts was added to the Contingency budget.

161/12 Investments

The Committee had approved in principle the investment of a further £25,000 in a Natwest fixed rate account. Natwest had indicated that a new issue was expected shortly. The Committee agreed that an investment could be made by authorised signatories provided that the rate of interest was the same as the current investment with Natwest.

162/12 Grants for 2012/13

The Committee agreed to set up a working group to review grant applications for the current year and to report to the June Finance Committee meeting. Councillors Bradley, Hine, MacDonald and Scurrall were appointed to the Committee.

The Committee agreed a grant of £180 to Fairfield WI to help fund Jubilee celebrations in Fairfield.

A letter had been received from Belbroughton Recreation Centre about additional costs incurred on setting up the new meeting room at the Rec. The Committee agreed that the Rec. Committee should be asked to submit a capital grant application in the usual way for consideration as part of the current year’s grant process.

A letter had been received from Fairfield Village Hall which suggested some misunderstanding on their part about the purpose of the Jubilee grant. The Clerk would write to clarify and ask for an update on their plans.

163/12 Maintenance work

Quotes for tree work in Belbroughton were considered. The quote from Richard Mosley was accepted.

A Fairfield resident had suggested that the Fairfield War memorial should be cleaned. Fairfield Councillors did not consider that this was necessary at present.

Cllr Hine asked if the lengthsman could clear brambles encroaching on the footpath on the Stourbridge Road running down from the Old Post Office in Fairfield.

164/12 Any other Finance business

The Clerk informed the Committee that she was encountering problems with both her printer and laptop and that repair or replacement of these items might soon be necessary. The Committee suggested that she should seek advice or help from CALC and/or the District Council about procurement of IT equipment.

The meeting closed at 9.05 pm.

Signed.....(Chairman)