

**Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 18<sup>th</sup> April 2016 in the Barton Room Fairfield Village Hall.**

**Present:** Councillors J Bradley (Chair), A Mabbett, P Margetts, G Parsons, D Roberts, C Scurrall. In attendance: John Farrell (Clerk). 0 members of the public.

**126/16 Apologies -** Apologies were received and accepted from Cllrs. Hood and Morgan.

**127/16 Declarations of interest:** None. **128/16 Dispensations.** None requested.

**128/16 Minutes of previous meeting**

The minutes of the meeting on 21<sup>st</sup> March 2016 were approved. The Chairman signed the minute book.

**129/16 Bank reconciliation**

The bank reconciliation for the Council's operational bank account had been confirmed by Cllr. Hood prior to the meeting, however he was unable to be present at the meeting and therefore the chairman signed the bank statements and the 'Quickbooks' reconciliation prints. The Committee agreed that either the Chairman or Vice-chairman of the Committee would carry out the next monthly reconciliation processes at the May Finance Committee meeting.

**130/16 Accounts for Payment**

The clerk circulated the list of items for payment in April totalling £4,838 and detailed the transactions involved. The payments were authorised by the Committee and Cllrs. Roberts and Scurrall signed the cheques.

**131/16 Grants**

The Committee noted that an agreed grant to the Belbroughton Church Hall from 2015/16 remained to be drawn. The clerk and separately Cllr. Roberts had pressed the organisation for the required invoices to enable the payment to be released. The Committee agreed to continue to make the funds available into the new financial year.

**132/16 Investments**

The Committee noted that the Nationwide Building Society 12 months bond for £20,000 would mature 12<sup>th</sup> May. It agreed subject to the account availability to re-invest these funds plus a further £20,000 into a one year fixed deposit with Shawbrook Bank at 1.5%. The Bank of Cyprus bond matures 29<sup>th</sup> June and thus the May Finance Committee meeting would need to consider its re-investment.

**133/16 Annual Audit**

The Committee noted that the new internal auditor Dianne Malley would carry out her work during May and the clerk anticipated that the Annual Return would be ready for signing by the Council Chairman at the 6<sup>th</sup> June Council.

**134/16 Maintenance Work**

Cllr Scurrall advised that the County Council had not yet cleared the mud from Bournheath Rd.

**Action:** the clerk was asked to remind W.C.C.

Cllr. Margetts advised that there was a blocked gully outside Yew Tree House and the consensus was that there were a number of other gullies close by also requiring attention.

**Action:** the clerk would contact W.C.C.

Cllr. Roberts commented that the work by the new Lengthsman on Holy Cross Lane in siding out the footway had been well done.

Cllr. Parsons advised that on the play area at Fairfield Recreation Ground there was a cracked 'Toadstool' which could cause harm to children.

**Action:** Cllrs. Roberts and Jones would be asked to assess the damage and suggest remedial actions as necessary.

Cllr. Margetts felt that there would be benefit in reducing the amount of weeds that accumulated during spring and summer along the footway in Hartle Lane and the next Committee agenda should consider actions.

**135/16 Any other Finance Business**

The clerk advised that following the threat of legal action against the tenant of the Parish Room Belbroughton regarding the rent arrears, a promise of a payment of £500 by Friday 22<sup>nd</sup> April had been received.

Cllr. Bradley advised that the Council should ideally have notice of the applications for the new tenancy agreement for consideration by 9<sup>th</sup> May.

**Action:** the clerk was requested to advise the agents accordingly.

**The Meeting closed at 8.40 p.m.**

Signed.....Chairman