

## **Minutes of the meeting of Belbroughton Parish Council Finance Committee held on 19<sup>th</sup> March 2012 in Fairfield School**

**Present:** Councillors C Scurrall (*Chair until item 95/12*), J Bradley, K Green (*chair from item 96/12*), C Hine, T Jones, S MacDonald, and P Shotton.

In attendance : Katie Limm (Clerk).

### **086/12 Apologies**

Apologies were received and accepted from Councillors Kitson and Roberts.

### **087/12 Declarations of interest**

No interests were declared.

### **088/12 Minutes of the meeting on 20<sup>th</sup> February 2012**

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

### **089/12 Bank reconciliations**

The reconciliation of the Council's two HSBC accounts was noted by the Committee.

### **090/12 Income and spending**

The Clerk circulated a report on income and spending for the current year. There were a number of items still to be finalised so this represented the current position. However, it seemed very likely that there would be a modest underspend on ordinary income and spending. Other income and spending appeared to be overspent by just over £3,000 but expenditure on grants included £2,900 on grants offered in the previous financial year but not paid until 2012/13.

### **091/12 Accounts for payment**

Payments for March set out in a schedule circulated by the Clerk were approved. The Committee agreed to pay the full amount (£500) of the grant to the Belbroughton Jubilee Committee. An invoice had been received from the County Council for the grit bins. Fairfield Councillors expressed some concerns about the current state of some of the bins and the Clerk was asked to delay sending the payment until these concerns had been investigated.

### **092/12 Grant applications for 2012/13**

The Committee agreed the grant application process and documents for capital and maintenance grants for the coming financial year. The Clerk was asked to mention the application process in the parish magazine.

The Committee agreed that Belbroughton Recreation Centre Committee had provided all the information requested to date in relation to their grant application. No payments could be made in advance of work being done but the Council could pay promptly on receipt of copy invoices for work done.

Cllr Jones reported that he had accompanied the Fairfield Village Hall Chairman at a useful meeting with Community First's adviser who had offered to assist the Committee with other grant applications. The Committee would provide details of the work to be done, including quotes for a new boiler, when available.

**093/12 Internal audit**

The Committee confirmed that it was satisfied with the effectiveness of the Council’s internal audit arrangements and agreed the re-appointment of John Benner to undertake the internal audit of the 2011/12 Accounts.

**094/12 Tree work**

The Committee noted the report of the meeting with the District’s tree officer and that formal approval was now awaited for the work required. The Committee agreed that the Council’s gardener in Belbroughton should be asked to do the work identified to deal with ivy on trees in Drayton Road.

**095/12 County Councillor funds**

The Committee agreed to ask Cllr Ed Moore to fund the planting in Hartle Lane, Belbroughton and to contribute towards the cost of the new bus shelter in Hartle Lane. Items for future consideration –either as requests to the County Council or as projects the Parish Council might fund- were bicycle racks in the villages and bollards to prevent parking on the grass near the new Hartle Lane shelter.

**096/12 Maintenance items**

The Committee agreed that David Aldridge the lengthsman should be asked to supervise the removal and reinstatement of the damaged bus shelter on Top Road, Wildmoor. This would satisfy the County Council’s requirements and enable the process to be covered by the Parish Council’s insurance.

It was agreed that the Council should purchase a new dog bin for the path from the Rec. to the school in Belbroughton.

Mr Kevin Griffin had agreed to repair the fence between the spinney and his land at the edge of Fairfield Recreation Ground. The Clerk was asked to thank him on behalf of the Council.

Repair of the gate at Fairfield Rec. was approved.

Responsibility for repair of damaged stone work by Belbroughton war memorial to be investigated.

**097/12 Staff contracts**

The increased allocation for lengthsman work from the County Council was welcomed by the Committee. The Committee agreed that the lengthsman’s contract should be renewed for 2012/13 and that he should be offered additional hours accordingly – taking him to an average 5 hours per week.

The termination of the meeting room caretaker’s contract at the end of April was noted.

The meeting closed at 9.15 pm.

Signed.....Chairman