

## **Minutes of the meeting of Belbroughton Parish Council Finance Committee held on 15<sup>th</sup> July 2013 in Belbroughton Recreation Centre**

**Present:** Councillors J Kitson, J Bradley, K Green, C Hine, A Mabbett, S MacDonald, D Roberts and C Scurrall (from maintenance item only).

In attendance : Katie Limm (Clerk).

### **215/13 Apologies**

Apologies were received and accepted Cllr Scurrall, who attended part of the meeting, and from Cllr Shotton.

### **216/13 Declarations of interest**

No interests were declared.

### **217/13 Minutes of previous meeting**

The Minutes of the meeting on 17<sup>th</sup> June were approved.

### **218/13 Bank reconciliations**

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

### **219/13 Accounts for Payment**

Payments for July were approved by the Committee. The payments included approved grants for 2013. A completed application form for a minor grant had been received from Fairfield Social Committee so this grant was also approved for payment.

### **220/13 Annual Risk Assessment**

Subject to a number of minor amendments, the draft risk assessment schedule circulated by the Clerk was approved.

Cllr Green suggested that the spinney adjacent to Fairfield Recreation Ground should be inspected regularly. It was agreed in principle that quarterly inspections should be arranged. Cllr Green offered to draw up a checklist and to approach Bernard Edwards, the Council's gardener in Fairfield, about doing this in the first instance.

### **221/13 Maintenance work**

Cllr Green said that the spinney at Fairfield Rec. needed to be strimmed and tidied. The bank at the corner of Bournheath and Brook Roads also needed to be tidied up. Cllr Green agreed to ask Bernard Edwards if he could handle these jobs.

The Clerk was asked to contact Fairfield Villa to ask the Club to remove the building material left around the Club house.

### **222/13 Letting the Parish Council meeting room**

There were no new issues arising in relation to the arrangements for letting the room. The Clerk said that she was arranging to have the meeting room hedge cut as soon as possible.

### **223/13 Other finance business**

- The Clerk circulated for information a table showing specific expenditure by ward for the last 3 years. However, grass cutting had inadvertently been omitted from the 2012/13 figures. A revised note would be circulated.

- The Clerk said that a meeting had been arranged with Richard Clewer, County Highways, to discuss potential work on the Hackmans Gate Lane footpath and to repair the raised footway on Belbroughton High Street. Cllr Ed Moore had provided £1,500 towards the former from his County Councillor funds for 2012/13.
- Purchase of the latest edition of the Clerks' bible, the guide to Local Council Administration, was approved.

The meeting closed at 8.35 pm.

Signed.....Chairman