

Malvern Wells Parish Council

Minutes of the Finance and General Purposes Committee Meeting held on Thursday October 15th 2020 at 7:00pm via Zoom

RESIDENTS COMMENTS – There were no residents present.

Present

Cllrs. J Smethurst (Chair), B Knibb, C O'Donnell, H Burrage, M Dyde

In Attendance

Mrs S Hart (Clerk)

- 1. Appointing a new Chair was postponed to the next meeting.**
- 2. Apologies: There were none, all members were present.**
- 3. Declarations of Interest**
 - a) Register of Interests: there were none.
 - b) Disclosable Pecuniary Interests: there were none.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature: there were none.
 - d) Written requests for the council to grant a dispensation: there were none.
- 4. Minutes**
To consider for adoption the minutes of the previous meeting held on April 16th 2020:
 These were amended for accuracy and will be signed by the chairman at a later date convenient to the Chair and Clerk whilst observing social distancing guidelines.
- 5. The quarterly bank reconciliation and budget monitoring statement were received. See Annex A.**
- 6. Review of Financial Regulations and Standing Orders**
 - a. The Financial Regulations were updated in accordance with the recommended 2020 changes. The Clerk will take these to Council for formal adoption.
 - b. All statutory items from the current models were included.
 - c. Due to time limitations of the meeting it was agreed to postpone the review of Standing Orders to the July 2021 meeting unless there are statutory elements which must be adopted. The Clerk will bring any such amendments to a Council Meeting.
- 7. It was agreed that invoices should be raised at the same time as the Wells News is issued.**
- 8. The date of the next meeting was agreed as 21st January 2021.**

There being no further business the meeting concluded at 21:14.

Annex A

Budget item	Spend to date	Budgeted amount
Clerk Salary tax and NI	24,147.54	35,225.00
OfficeAdmin&Travel	841.68	2,250.00
Audit Fee & Payroll	1,013.33	600.00
Bank Charges	40.30	100.00
Election Fees	-	-
Website/IT Equipment	621.45	500.00
Chairman's Allowance	-	250.00
Member's Expenses	-	150.00
Noticeboards	-	750.00
Subscriptions	1,000.54	1,100.00
Data Protection	40.00	50.00
Training	470.00	500.00
Insurance	2,174.06	1,750.00
Legal Fees	55.00	1,000.00
Zoom subscription	71.94	
defibrillators	-	250.00
Wells News	2,944.00	5,500.00
Hall Hire	80.00	250.00
Footpaths/ Lengths	404.12	2,500.00
Tree Surgery	270.00	1,000.00
Outdoor equipmet, fencing & maintenance	-	2,500.00
Safety Inspection	-	100.00
Bus Shelters	-	500.00
Section 137 Expend	60.00	4,000.00
Community Grants	-	
Neighbourhood Plan	1,569.25	7,500.00
fete	-	2,500.00
Assarts Road Play Area	-	
Grass Cutting	1,500.00	3,100.00
Open Spaces	945.32	4,000.00
Remembrance/Carol Concert	77.00	500.00
Jubilee Garden	-	750.00
Xmas lights	-	500.00
Lighting Mtce	1,047.70	17,750.00
Lighting Gas	3,851.64	5,300.00
Cemetery	7,499.60	18,500.00
Totals	50,724.47	121,225.00

Opening balance as of April 1st	£	<u>7,005.55</u>	
Receipts	£	80,037.13	
Payments	£	52,817.91	
	£	<u>34,224.77</u>	
TOTAL CASH HELD			£ 217,987.84
Represented by;-			
NAT WEST BANK			
Current Account	£	100.00	
Business Reserve account	£	77,860.08	
			£ 77,960.08
HSBC BANK			
Current Account -a/c 92769379	£	25,122.23	
3 month fixed deposit 1 -a/c 20721891	£	25,633.43	
3 month fixed deposit 2-a/c 90717738	£	<u>31,049.35</u>	
			£ 81,805.01
LLOYDS BANK AT 15/10/20			
Current Account	£	32,659.66	£ 32,659.66
Reserve account	£	<u>25,563.09</u>	<u>£ 25,563.09</u>