

**MINUTES OF THE FINANCE COMMITTEE OF
STAMFORD BRIDGE PARISH COUNCIL HELD IN THE
PARISH OFFICE ON MONDAY 28th SEPTEMBER 2015 at
7.30pm**

Present: Councillors R Clarke – Chairman, P Butterfield and C Kealey.

D.T. King – Clerk

1. To receive apologies for absence.

Apologies for absence received from Councillors McEnaney and Knight.

2. (a) To record declarations of interest by any member of the council in respect of the Agenda items listed below. Members declaring interests should identify the Agenda item and type of interest being declared.

No interests declared.

(b) To note dispensations given to any member of the Council in respect of the agenda items listed below.

No dispensations given.

3. Public Session (Members of the public will adhere to the rules set by the Council for this session which will last a maximum of 15minutes).

No members of the public were in attendance.

4. To confirm the minutes of meeting held on the 5th January 2015 as a true and correct record.

RESOLVED: (All in favour) that the Minutes of the meeting on the 5th January 2015 are approved and signed as a true and correct record.

Proposed by Councillor Kealey and seconded by Councillor Butterfield with all Councillors in favour.

5. To meet Catherine Richardson proposed Internal Auditor for 2015/2016. The Councillors met and discussed with Catherine Richardson her being the Internal Auditor for 2015/16. Catherine gave a brief overview (CV) of her working life which was accepted as excellent by the Councillors. Following Catherine leaving the Councillors discussed the appointment and agreed to recommend her appointment as Internal Auditor to the October Parish Council meeting.

- 6 To review matters outstanding from the last meeting.
The following items were discussed:
Councillor Clarke updated the Councillors on the latest fiscal spreadsheet and gave a financial update.
The Clerk was asked to speak to Kaye & Middleton to find out if the Council needed to do anything regarding the staff pensions. Councillor Kealey to get an update from ERNLLCA re the minimum/living wage.
He was also asked to check with them regarding how the Parish Council using BACS for wages would affect Kaye & Middleton.
It was agreed that the Clerk would put gritting onto the October spreadsheet and ask the Councillors agreement for Councillor Butterfield to be given authority to spend up to £4500 on gritting and snow clearance.
- 7 For the Clerk to update the meeting on the Direct Debit and BACS payments.
The Clerk confirmed he had now received all Direct Debit mandates for BT, EE and Npower. He confirmed that both BT and EE would require a signed letter of authority from the Councillors confirming the Councils permission to pay Direct Debits.
Regarding the bank, the financial regulations needed updating and they also required a letter of authority from the Council.
The Clerk was asked to arrange update of the financial regulations and a letter to the bank.
- 8 (a) To review actual v projection fiscal plan as 1st September 2015.
(b) To agree information to be reported to the next Parish Council meeting.
It was agreed that Councillor Clarke updated the Councillors on expenditure for the year and the projected spend for 2016-17.

Areas where costs are underspent;

Gritting

Precept Projects

Communications

Training and Travel

(c) To discuss potential Precept Projects 2016 – 17

Projects put forward;

Lighting in the Shallows

Planting of Christmas tree for Christmas lights

3x litter bins

New picnic tables

Councillor Dykes Plans for the Square and river side

To ask the Councillors for suggestions

9. Update on Personnel Committees proposals regarding pension arrangements for Council staff.
Already discussed in Item 6.
10. To accept the result of the External Audit and any actions for the Parish Council.

The Clerk reported that he had received the External Audit results and that all was in order with no comments attached. Clerk to report at the October Parish meeting.

11. To agree a date for the next meeting.

The date agreed for the next meeting was Monday 7th December 2015 at 7.30pm in the Parish Office.