

Wickham Parish Council

Finance Committee

Minutes of a meeting of the above Committee held at Wickham Centre on Tuesday 3rd January 2017 at 7.45pm.

Present: Angela Clear (Chairman), Sue Roger-Jones (Vice-Chairman), Di Frost, Justin Gamblin.

Parish Councillors: Trevor Astbury, Alan Ediss, Therese Evans, Tim Harper.

Parish Clerk Nicki Oliver.

1. **To receive apologies for absence** None.
2. **To receive declarations of interest on agenda items** None.
3. **To adjourn meeting to allow participation by members of the public** Not required.
4. **Agenda**

4.1 Request for contribution towards cctv in Forest Lane – update **Clerk to contact resident.**

4.2 To receive internal audit report (Clerk)

Actions:

B review finance regulations to remove impractical policies – proposal to adopt revised finance regulations **Revised regulations agreed for recommendation to Full Council.**

C review decision not to insure play areas for all risks annually –

recommendation to continue as previously **Agreed to continue not to insure.**

D append approved budget / precept to minutes to record approved income and expenditure – budget to be appended to minutes **Action for January Full Council.**

G payslip to be issued to clerk each month – clerk to action **In place.**

I bank reconciliation to be signed each quarter; bank reconciliation to be reported formally to Finance Committee quarterly as a separate agenda item and signed by a councillor with no bank account signatory powers – **new procedures now in place.**

J Consider whether income and expenditure accounts required for 2016/17 – review ongoing **Refer to next meeting pending visit from internal auditor on 16th January.**

4.3 To receive income and expenditure report April – December 2016 **Received.**

4.4 To consider precept request for 2017/18 **Budgets discussed, proposals for a final figure to be made to Full Council on 17th January.**

5. **To identify any unmanaged risks within this committee's remit** None.
6. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** Continue to monitor.
7. **Recent correspondence/ reports from meetings attended of relevance to this committee** Note WCC Leader advised at his budget briefing on 6th December 2016 that the grant made to parish and town councils to cover the Council Tax Support Grant would be halved next year and there will be nothing the following year. The precept proposals for 2017/18 take account of the additional 10% that will need to be added to the precept to cover this.

Meeting closed 9.10pm