

DRAFT
TATTENHALL & DISTRICT PARISH COUNCIL

PRESENT

Minutes of the Finance Committee Meeting held on Monday 27th November 2017 in the Barbour Institute at 7.30pm.

Cllrs. Spencer, Sharp and Black

Cllr. Weaver was also present but did not vote as she is a not member of the Finance Committee.

As the Chairman Cllr. Keeping was not present it was proposed by Cllr. Sharp, seconded by Cllr Black that Cllr. Spencer Chair the meeting. Cllr. Spencer agreed and took the Chair.

DECLARATION OF INTERESTS

APOLOGIES

16/90. There were no Declarations of Interests

INTERNAL AUDIT REVIEW

16/91. Apologies received from Cllrs. Keeping, Haynes and Scarratt were received and accepted.

16/92. Standing Orders – It was agreed there should be no change at the moment but to review them again in late Spring 2018 and to get new members involved. Also for them to be put on website.

Financial Regulations – The same review for these as the Standing Orders.

Risk Assessment Document – As the new Play Area is now completed the Clerk will update these. All the above documents had been circulated to Cllrs. present. It was proposed by Cllr. Sharp, seconded by Cllr. Black that the above proposals be recommended for approval of Full Council.

Resolved: The above proposals be recommended to Full Council for approval.

TO APPROVE BUDGET FIGURES TO 30.9.17

16/93. The Budget Figures to 30th September 2017 had been circulated to Finance Committee Members. Cllrs. present went through the figures and were happy for these to be presented to Full Council for approval. **Resolved:** The Budget figures to 30th September 2017 be recommended for approval of Full Council

GATESHEATH ALLOTMENTS RENT REVIEW 2018/2019

16/94. Gatesheath Allotments rents were discussed. It was agreed that the Finance Committee recommend an increase of £1 for both the Full Plot and Half plots to cover any additional costs in 2018/2019. This would increase the Full Plot to £53.00 (50% concession for over 60's) £26.50. Half Plots to £37.00 (50% concession for over 60's) £18.50). **Resolved:** The above rent increases for Gatesheath Allotments be recommended for approval of Full Council.

GRASS AND HEDGE CUTTING CONTRACT 2018

16/95. This was discussed and it was agreed that this should be advertised for quotes. To be put on the December Parish Council Agenda for approval as contractors will now be arranging their work contracts for next year.

TO DISCUSS PAYMENT OF CW&C INVOICE FOR NEW PLAY AREA.

16/96. We had received an invoice from CW&C for £12,540 in November 2017 for Landscape and Design Fees for the Play Area (John Seiler) for payment at the December Parish Council Meeting. This had been queried at the November Meeting as to why the invoice was to be paid to CW&C as John Seiler had organised the work for this. It was agreed that it be put on the Agenda for this Finance Meeting to be discussed. Cllr. Black, who was not at the November Parish Council Meeting, explained that John Seiler works for CW&C and is contracted out to oversee projects such as the new Play Area and this invoice is part of the contract process which has been signed at the beginning of the Play Area work. She would give the Clerk a copy of the signed contract. It was agreed that the Finance Committee recommend payment of the invoice at the December Parish Council Meeting. **Resolved:** Recommend payment of the above invoice from CW&C for £12,540 at the December Parish Council Meeting.

The meeting closed at 8.20pm