

Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 24th April 2017 at The Fairfield First School.

Present: Councillors: A Mabbett Chairman, R Morgan, S Nock, P Margetts, G Parsons, and, C Scurrrell. In attendance, the clerk & Cllr. G Ingram. 0 members of the public.

112/17 Apologies - Apologies had been received and were accepted from Cllrs. J Bradley and A Hood.

113/17 Declarations of interest: None.

114/17 Dispensations. None requested.

115/17 Minutes of previous meeting

The minutes of the meeting of 20th March 2017 were approved by the Committee and were signed by the Chairman.

116/17 Bank reconciliation

This item was delayed until later in the meeting due to Cllr. Nock being delayed in attending the meeting.

117/17 Accounts for Payment

The clerk circulated the list of items for payment in April totalling £6,377.47 The payments were authorised by the Committee and Cllrs. Mabbett and Scurrrell agreed to sign the cheques.

Cllr. Nock joined the meeting.

118/17 Bank reconciliation

The bank reconciliation for the Council's operational bank account was agreed by Cllr. Nock, he duly signed the bank statements and the 'Quickbooks' reconciliation prints. The Committee agreed that Cllr. Margetts would carry out the next reconciliation procedure at the May Finance Committee.

119/17 Annual Audit

The Committee noted that the internal audit by Mrs Diane Malley would commence in the coming fortnight and that the annual governance statement and the accounting statements should be signed off by the Parish Council chairman at the Council meeting on 6th June. These reports and accounts will then need to be with the external auditors Grant Thornton by 14th June.

120/17 Scottish Widows Bank

The Committee agreed to close the bank account with Scottish Widows Bank since the bank had advised that the interest rate payable on deposits would be reduced to 0.01% p.a. The account has been used for holding the Precept funds to accrue interest prior to their use for council payments. These funds would now be held on the operational bank account with HSBC removing the need for the clerk to arrange to down funds monthly from the Scottish Widows account.

121/17 Post Boxes

- a. Cllr. Morgan on behalf of the Neighbourhood Planning Group detailed the request for a post box to be available in each village for the hand delivery by residents of responses to the Parish Survey Questionnaire. The Committee agreed a total sum of up to £60 for the purchasing of post boxes, one for each village, provided that prominent sites had been agreed for affixing the boxes.

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- b. The Committee agreed that the proposed sites for the post boxes of The Deli at Belbroughton Hartle Lane Belbroughton and, the wall adjacent to the post office in Stourbridge Road Fairfield which currently held the parish council notice board were both suitable sites. The owners of the Deli had indicated that they were content to have a post box attached to their premises. The Council would require written confirmation of permissions for both sites.

122/17 Maintenance Work.

Cllr. Margetts advised that there was a straw bale at the Green Belbroughton, flagpole site, left over he felt from the Scarecrow Weekend and, that a sycamore tree was now encroaching on the flagpole.

Action: the clerk would ask the Lengthsman to remove the bale and since the site is in the conservation area contact the District Council’s Tree Officer for permission to have the sycamore suitably pruned.

Cllr. Parsons advised that despite some remedial work a drain cover on the Fairfield Village Hall carpark appeared to be in a dangerous state. This was not parish council owned property however, Cllr. Mabbett agreed to raise the matter with the Fairfield Village Hall committee.

Cllr. Mabbett advised, following confirmation from the clerk, that the bus shelter on Stourbridge Rd Fairfield outside the church was to have repair work carried out with the contractors having been instructed recently by Cllr. Hood.

123/17 Other Financial Business

Cllrs. Nock and Mabbett concurred and the committee agreed that an interim review of the Council’s Financial Strategy sought by Cllr. Nock at an earlier committee meeting would not now take place ahead of the annual review (due by October).

Cllr. Mabbett requested members advise him shortly of any specific points they wished him to raise in his report at the 22nd May Annual Parish Meeting. The Committee requested that the clerk have copies of the annual accounts available at that meeting.

The Meeting closed at 8.30 p.m.

Signed.....Chairman