

**Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 18<sup>th</sup> February 2019 at Fairfield First School.**

**Present:** Councillors: J Bradley, A Hood, A Mabbett, P Margetts, Dr R Morgan, G Parsons and, C Scurrell. In attendance, the clerk. 0 members of the public.

**053/19 Apologies.** Apologies were received and accepted from Cllrs. A Homer and S Nock.

**054/19 Declarations of interest.** None. **055/19 Dispensations.** None requested.

**056/19 Minutes of previous meeting.**

The minutes of the meeting of 21<sup>st</sup> January 2019 were approved by the Committee and then signed by the Chairman.

**057/19 Bank reconciliation.**

The Committee noted the monthly reconciliation carried out by Cllr. Mabbett who duly signed the bank statements and the 'Quickbooks' reconciliation prints for Council records. The Committee agreed that Cllr. Hood would carry out the next reconciliation procedure at the March Finance Committee.

**058/19 Accounts for Payment.**

The clerk circulated the list of items for payment totalling £3,121.45. The Committee authorised the cheque and electronic payments. Cllrs. Mabbett and Scurrell agreed to sign the cheques, and confirm the transfer between accounts and electronic payments.

**059/19 County Cllr. May Divisional Fund – 2018-19**

The Committee again noted the receipt of £2,500 from C.Cllr. May's Divisional Fund for infrastructure improvements in Belbroughton via W.C.C. Highways. In addition to the schedule of works agreed at the February Committee meeting for consideration by W.C.C. Highways the Committee also would request repairs / replacements to bollards situated both along High St Belbroughton and on the small green space opposite the primary school.

A site meeting to discuss the work had been arranged with C.Cllr. May and W.C.C. Highways for 22<sup>nd</sup> February.

**060/19 Litter Pick equipment**

The Committee agreed the sum of £50 to be spent on the purchase of 'Hi Viz' jackets which would be made available to members and volunteers on future council activities.

The District Council would be approached for details of its assistance towards litter picks and the full council would be asked to consider setting up a litter pick to cover Hackmans Gate Lane Belbroughton.

**Action:** the clerk to arrange the purchase and liaise with B.D.C.

**061/19 Investments**

The Committee agreed to reinvest on 26<sup>th</sup> March the maturing £50,000 Hampshire Trust Bank one year bond, plus accrued interest of £650, into a fresh one year bond at a fixed rate of 1.6% with the same bank. It noted that the rate offered included a loyalty bonus of .5%

**Action:** Two cllr. signatories to complete the reinvestment instruction via the clerk.

**062/19 Grants**

The Committee agreed to renew the existing 'Grants Policy' for 2019 covering both Capital and Minor Grants. It noted the budget for capital grants is £5000 and for minor grants £1000. Availability of grants would be promoted on the website and as available on social media.

**Action:** the clerk to produce and promote the application forms.

: The Grants 'Working Group' to meet before 15<sup>th</sup> June 2019 to consider applications and to make recommendations to the June Finance Committee.

**063/19 Clerk and Responsible Finance Officer**

The Committee reviewed the job role and recommended to full council that the position was categorised under the National Association of Local Councils scheme at spinal column point 30 with contracted hours of 26 hours per week.

**064/19 Maintenance Work**

Cllr. Bradley requested that the footway from the junction of Drayton Rd and Hackmans Gate Lane leading to the cricket club was cleared of encroaching soil and vegetation to enable it to have a usable width.

**Action:** the clerk to assess with the Lengthsman and the District Council / County Council – the area could be cleared but a dwarf wall may be needed to give the footway longer term protection.

Cllr. Margetts questioned in view of the unseasonably mild weather if the grass cutting contractor could commence cuts earlier than mid -March.

**Action:** the clerk to contact Greenaways.

Cllr. Morgan requested that a future Committee discusses the installation of railings along the parish council owned land at Drayton Rd.

Cllr. Parsons requested that yellow warning paint markings be applied to the junction of the lane leading to the Fairfield First School and Stourbridge Rd. as a warning to children of the busy main road.

**Action:** the clerk would contact W.C.C. Highways, for their comments and action since a prior request to the school direct in 2018 had not brought about any action.

**065/19 Other Financial Business**

The Committee agreed to carry forward the undrawn grants of £20,000 and £3,702.50 available to the Belbroughton Recreation Centre into the next financial year 2019/20.

**The meeting closed at 8.50 pm.**

Signed.....Chairman