

Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 21 November 2016 at the Jubilee Room, Belbroughton Recreation Centre.

Present: Councillors: A Mabbett Chairman, J Bradley, A Hood, G Ingram, P Margetts, R Morgan, S Nock, D Roberts and, C Scurrrell. 0 members of the public.

367/16 Apologies - Apologies were received and accepted from the clerk who was unwell. Cllr. Parsons had sent her apologies to the clerk.

368/16 With the agreement of the Committee Cllr Margetts volunteered to take minutes in the absence of the clerk.

369/16 Declarations of interest: None. **370/16 Dispensations.** None requested.

371/16 Minutes of previous meeting

The minutes of the meeting of 17th October 2016 were approved but not signed. They would be signed at the next Committee meeting when the formal written record would be available.

372/16 Bank reconciliation

The bank reconciliation for the Council's operational bank account was agreed by Cllr. Roberts and he duly signed the bank statements and the 'Quickbooks' reconciliation prints. The Committee agreed that Cllr. Hood would carry out the reconciliation procedures at the December Finance Committee.

373/16 Accounts for Payment

The clerk had previously circulated by e mail the list of items for payment in November totalling £5,019.00. The payments were authorised by the Committee and Cllrs. Scurrrell and Mabbett agreed to sign the cheques when the cheque book was available.

374/16 Citizens Advice Bureau – Bromsgrove

Cllr Scurrrell proposed that the £300 payment be made to Bromsgrove CAB as approved in the 2015/16 budget. Approved by the committee.

375/16 Parish Room, Belbroughton

The Committee resolved to close the meeting to the public for the agenda item for reasons of commercial confidentiality:

The Committee discussed the time being taken with the legal and planning processes and the effect on the completion of the lease documentation and, other matters that require to remain confidential for commercial reasons.

376/16 Tree survey

The Committee noted and accepted the Tree Survey Report and requested the clerk to proceed to source three quotations for the work involved.

It was agreed that contact should be made with the relatives of Mr Roy Cound to advise them of the reasons for felling the lime tree on Ram Ally, Cllr Margetts to action. The full Council is requested to discuss a replacement tree.

377/16 Council Budget 2017/18

The Committee inspected the proposed budget produced by the Working Group.

The Committee requests the clerk to check if the £400 cost of Meeting Room hedge and garden maintenance is the responsibility of the tenant as terms of the lease and might therefore not be included in the budget.

The Committee sought clarification on the proposed budget increases of Belbroughton Green Spaces from £1700 to £2700, and Fairfield Green Spaces from £1000 to £1800.

The Committee request the full Council considers the inclusion of the Citizens Advice Bureau donation in the budget.

Cllr Hood advised that the Agricultural Holdings rent income is unlikely to increase as per proposed budget, the future rent increase is to be discussed with tenants in December Council meeting.

In general terms the Committee would like to propose the budget to the full council for approval.

378/16 Maintenance Work

The Chair asked if there were any urgent requests for maintenance work and if not would councillors send these direct to the clerk. There were no urgent requests for maintenance work.

380/16 Cllr. Roberts announced his intention to resign from the Finance Committee and the Parish Council. The Chairman thanked Cllr Roberts for his valuable work on the Finance Committee.

381/16 The Committee thanked Cllr. Margetts for taking the meeting minutes.

The Meeting closed at 9.20 p.m.

Signed.....Chairman