

Beaudesert & Henley in Arden Joint Parish Council Minutes of the Finance Committee Meeting Monday 7th June 2021 6.00 pm



Here are the Minutes recorded at the above meeting.

Members Present: Cllr J Kingsnorth, Chair, Cllrs E Field, A Okey and K Easton.

In Attendance: The Clerk. There were no members of the public present at the meeting.

Strict Covid rules were observed by all in session at the Memorial Hall and a register was provided at the door.

1.

Acceptance of Apologies for Absence Schedule 12 of the Local Government Act 1972. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.	Cllr K Easton was delayed and entered the meeting at its summary. No apologies were recorded.
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2.

To Receive Declarations of Interest and Dispensations Disclosable Pecuniary Interests Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).	There were no declarations or dispensations handed to the Clerk.
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3.

To Receive & Sign Minutes of Last Meeting LGA 1972 Sch 12 para 41(1)	The Chair asked if all members had read the Minutes of the Financial Committee meeting on the 11 th of January 2021. Cllr Kingsnorth proposed that they were a true and accurate record of the proceedings, seconded by Cllr Okey, and carried unanimously in favour by all members present.
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4.

FINANCE					
Local Government Finance Act 1992					
The following payments were considered					
Ledger Entry	Debtor	Gross	VAT	Net	Decision
536	Everley, Tom	15.00	0.00	15.00	Unanimous in favour
537	Kompan Limited	234.00	38.00	196.00	Unanimous in favour
538	Play Smart Ltd	9,543.60	1,590.60	7,953.00	Unanimous in favour

Description of Works/Supplies:

Tom Everley – pond practitioner and adviser to the JPC.

Kompan – carry out quarterly checks on play area and make recommendations.

Play Smart – supplier and erector of the outdoor gym at Jubilee Park.

RESOLVED: The Chair proposed that all payments should be made as all suppliers had satisfied members that the supply/service had been completed in accordance with their instructions. This was seconded by Cllr Okey and carried in favour by all members present.

The new Chair, Cllr Kingsnorth asked that additional information be provided in this section so that residents were clear about what each transaction covered. The Clerk responded by noting the remarks and that he would add such extra information on future payment reports.

Banking	The current account statement to the 31 st May was presented to all, along with the balance of the deposit account amounting to £100,00.63 as at 01.06.2021 Interest amounting to £0.63 had been credited for the month of May. Current account balance was £11,783.02 . A copy of the bank statement for May will be posted on the JPC website.
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5.

EDGE IT Review of Software & Reporting	Chair reported that she had accessed the accountancy software and considered the reporting to be <i>rather restricted</i> and that there may be room for considering more efficient software for the new financial year 21/22. The Clerk and all members noted her remarks.
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6.

To Set Finance Terms & Finance Regulations	Chair asked that this matter be the subject of discussions with the Internal Auditor. She had read through both documents and made a number of notes which will form the basis for the meeting and then further consideration by full council for final adoption of the regulations at a later meeting.
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7.

Grants <ol style="list-style-type: none">1. Henley Bowls Club2. Parenting Group3. Alcester Opera [Not an agenda item]	<ol style="list-style-type: none">1. The matter of grant funding was discussed. The Finance Committee were satisfied that Henley Bowls Club had provided all of the appropriate information and would recommend that a grant be awarded following consideration by full council at the next meeting. [Grant requested £400.00]2. The Chair asked that the Clerk contact St. John's Family Wellbeing Centre [Parenting Project] and pass on their concern that the grant application included payment of salaries, and was based on a three-year rolling agreement, both of which were outside the criteria published in the grant application request form. That the Clerk advise the group that they re-apply for the next season with an application in keeping with the said protocols. The committee were in total agreement that the aims of this organisation were commendable and would sit very comfortably with the JPC plans for Henley in the wellbeing of vulnerable residents. [Grant requested £8,108.00]3. Finally, a grant request received some time ago from the Alcester Choir Group was discussed and concerns raised by Cllr Okey about the number of Henley residents that might benefit from this group's activities. The Clerk was asked to request more information for further consideration.
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8.

<p>Capital & Community Spending</p> <ol style="list-style-type: none">1. Town Clock St Johns Church2. Waste Bins for Riverlands	<ol style="list-style-type: none">1. There appeared to be some doubt about exactly what service was provided by the clock maintenance company, John Taylor & Co, when it was serviced in 2019. The Clerk was asked to request a fixed price for the work for consideration. NB: The Clerk was advised by Mr. Graham Hindley that he had contacted the contractor and that the service charge would be £540.00 plus VAT as charged in 2019. The matter is therefore deferred until the 21st for consideration and if appropriate, approve the decision to engage the contractor for this purpose.2. RESOLVED: The motion to proceed with the purchase of the two waste bins for Riverlands at £322.00 total plus VAT was proposed by Cllr Kingsnorth, seconded by Cllr Okey, and carried in favour by all members present.
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9.

<p>Chair's Report</p>	<p>The new Chair, Cllr Kingsnorth, thanked her committee for supporting her in her new role. She confirmed that her goal as Chair would be to further enhance the accounting and financial management by promoting clarity and transparency, that she would looking at the possibilities of using software that would support such endeavors in readiness for the new financial year. Further, she said that VAT recovered from JPC purchases would be claimed on a quarterly basis rather than annually. Members thanked her for attention to these matters and wished her luck in her new role.</p>
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10.

<p>Items for Next Agenda</p>	<ol style="list-style-type: none">1. Pond signage costs.2. To discuss the amount of dog mess around town and to plan how to improve this /to approve the location and cost of 3 new dog mess bins.
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Date of Next Meeting: Monday 21st June 2021 at 6.00pm at the Memorial Hall.

Signed.....

Date.....

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