



Minutes of Finance Committee meeting held on Monday 25th February 2019 at 12 noon at the Market Hall, Church Street, Cleobury Mortimer.

Present:

CLlr Debbie Brown, CLlr Geoff Hainsworth, CLlr Paul French and CLlr Jon Bodenham.
Finance Officer: Mrs D McBride

02.00.19F Democratic 15 minutes Public Time

There were no members of public present.

02.01.19F Apologies for absence

There were no apologies.

**02.02.19F Declaration of interests:
Disclosable Pecuniary Interests**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.
There were no interests declared.

02.03.19F To consider the Minutes of the Finance Committee Meeting held on Monday 28th January 2019

The Minutes from the Finance Committee meeting held on Monday 28th January 2019 were approved and signed.

02.04.19F To review Projects list and future planning

The Committee went through the Projects List. The Committee request that the Clerk and Finance Officer formally write to Shropshire Council with the proposals and costings for work at the Newbridge/Quarry Bank area and ask how much Shropshire Council can contribute. Projects in the QEII Cleobury Park will be financed through Neighbourhood Fund. As only six streetlights need to be replaced, the Committee approved an increase from reserves to cover all being done to complete the project in the forthcoming financial year. LED light replacements will continue to be carried out under standard maintenance. New streetlights recently requested by residents will be considered once full information and costings have been prepared. Updated copy of Projects List attached with these Minutes.

02.05.19F To review 2018/19 accounts year-to-date

- Payments have been sample checked against bank statements, cheque books and invoices prior to the meeting. Receipts and Payments were reviewed, confirmed as being correct and signed.
- Bank Reconciliation was reviewed, confirmed as being correct and signed.
- Ear-marked reserves were reported.
- Petty Cash was reviewed and confirmed as being correct.
- S.137 payments were reported.
- The Asset Register was reviewed and confirmed as being up-to-date.

02.06.19F To confirm Internal Audit Contract/Requirements

The Committee noted the requirements of the Internal Auditor. As part of Council's system of internal controls, it should review the appointment of the internal auditor and consider other options. The Committee are satisfied with the current arrangements but will review this in the next financial year. The Committee noted that the Risk Assessments Review should be on the March Agenda for Council to consider and thereafter be reviewed six-monthly – item to be part of the Agenda planning schedule.



02.07.19F To review Cemetery Fees for 2019/20

The Finance Committee reviewed the current Cemetery Fees schedule, in conjunction with last three years income and expenditure for the cemetery, and proposed minor increases on some charges. The Committee reviewed proposed costings to input 20 years of cemetery data into the electronic system and resolved to make a proposal to full Council at the March meeting to approve this work being undertaken this summer, with a maximum limit of £1,000. Updated schedule of Cemetery Fees attached with these Minutes.

02.08.19F To set date of next Finance Committee meeting

The next Finance Committee meeting will be on Monday 15th April 2019 at 12 noon at the Cleobury County Centre, Cleobury Mortimer.

Meeting closed at 1.00pm.

Signed Chairman: G Hainsworth

Date: 15th April 2019