
Minutes of Finance Committee meeting held on Monday 22nd July 2019 at 12 noon at the Cleobury Country Centre, Love Lane, Cleobury Mortimer.

Present:

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

Chairman, Cllr Hainsworth welcomed everyone to the meeting.

07.00.19F Democratic 15 minutes Public Time

There were no members of public present.

07.01.19F Apologies for absence

There were apologies from Cllr Jon Bodenham – personal commitment.

**07.02.19F 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.

07.03.19F To consider the Minutes of the Finance Committee Meeting held on Monday 15th April 2019

The Minutes from the Finance Committee meeting held on Monday 15th April 2019 were approved and signed.

07.04.19F To review the 2019/20 accounts year-to-date

All spreadsheets including Asset Register had been issued to councillors with Agenda

- Receipts and Payments were reviewed; year-to-date against budget and forecast for year-end. Council may not get all the CIL money it hoped for this year after our Expression of Interest was rejected. A request will be made to other Councils asking how successful their EOIs were. A review of the Place Plan is also required as it has recently been updated by Shropshire Council.
- Bank Reconciliation was reviewed.
- Ear-marked reserves were reviewed.
- Petty Cash was reviewed and confirmed as being correct.

07.05.19F To review Projects list and future planning

The Committee went through the Projects List. Updated copy of Projects List attached with these Minutes.

07.06.19F To review authority of committees and working groups to spend money

It was agreed that booking rooms should be notified through the Clerk or Finance Officer so invoices can be verified. Cost of venues should be considered as it is public money being spent. Each working group includes council members who are aware of the budget but they should whenever possible notify all expenditure to the Clerk or Finance Officer. All payments to be approved by full Council and allocated against appropriate budget headings. All purchases ideally will be made on an approved account with the Town Council or on a Council debit card not on a personal card. Cllr Bodenham apologised that Survey Monkey had gone through on automatic renewal and he has stopped this from happening again. The Committee agreed it is needed for the current year but will set it up in the Council's name next year if it is still required.

07.07.19F To receive Future Agenda items

It was agreed that all recipients of Capital Receipt Funding will be requested to give a report at the next Annual Parish Meeting. A meeting will be arranged with recipients who have not provided their final report.

07.08.19F To set date of next Finance Committee meeting



The next Finance Committee meeting will be on Monday 16th September 2019 at 12 noon at the Cleobury County Centre, Cleobury Mortimer.

Meeting closed at 1.53pm.

Signed Chairman: G Hainsworth

Date: 16th September 2019