



**FINANCE COMMITTEE**  
**Minutes of meeting on 27 October 2016**  
**at The Academy Suite, Holmes Chapel Community Centre, CW4 8AA**



**Part I – Public and Press present**

<b>1. Attendance</b>	Cllr D Savage Cllr B Bath Cllr M Blomeley Cllr M Street	Mrs NL Clarke – Clerk
<b>2. Apologies</b>	<b>RESOLVED (f16/17/09)</b> to receive apologies from Cllr J Clowes (holiday) and Cllr Parry (family matters).	
<b>3. Declarations of Interest</b>	None	
<b>4. Public Speaking</b>	None	
<b>5. Minutes</b>	<b>RESOLVED (f16/17/10)</b> to approve the minutes of the Committee meeting held on 14 July 2016	
<b>6. Matters arising</b>	The external audit is now complete and was advertised. Information is now on the website.	
<b>7. Financial reports</b>	<p>The committee received reports from the Finance Member and the RFO on the 2nd quarter accounts and cash flow report.</p> <p><b>RESOLVED (f16/17/11)</b></p> <ul style="list-style-type: none"> <li>• to approve the accounts for the 2nd quarter</li> <li>• to make no decision on virement of money for the PCSO until after a meeting of the Full Council and police.</li> </ul>	
<b>8. Internal Auditor</b>	<p>The committee considered using an alternative internal auditor for future years.</p> <p><b>RESOLVED (f16/17/12)</b> to go with the recommendation of the RFO to appoint McEllinKelly as internal auditors for 2016 / 17 at a rate of £595.00 + VAT. This includes completion of the audit and the ability to contact them during the year for advice</p>	
<b>9. Review of Financial Calendar</b>	<p>The Committee received a report on action taken by the Clerk to deal with items listed in the Financial Calendar.</p> <p><b>RESOLVED (f16/17/13)</b> to receive the report.</p>	
<b>10. Future Agenda Items</b>	<ol style="list-style-type: none"> <li>1. Budgets</li> <li>2. Highway projects.</li> </ol>	
<b>11. Chairman's and Clerk's Reports.</b>	None.	

<b>12. Public Speaking</b>	None.
<b>The Meeting closed at 8.15 p.m.</b>	

These minutes will be submitted for approval at the next meeting scheduled for 8 December 2016. Until approved they are draft minutes.

Signed as Chairman of the Committee as a true and accurate record:

.....Date.....

## Appendix 1

Printed on : 05/10/2016

Holmes Chapel Parish Council 16/17

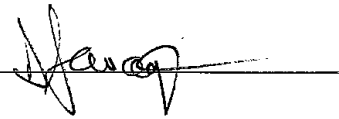
At : 11:28

Balance Sheet as at 30th September 2016

31st March 2015		30th September 2016
	<b>Current Assets</b>	
132	Debtors	0
9,639	VAT control	4,256
865	Prepayments	0
2,864	Current A/c - 00491993	30,658
104,457	Business Saver - 30492078	164,561
14,571	Coop - 65527366	14,571
<b>132,528</b>		<b>214,046</b>
	<b>Total Assets</b>	<b>214,046</b>
	<b>Current Liabilities</b>	
26,935	Creditors	0
<b>26,935</b>		<b>0</b>
	<b>Total Assets Less Current Liabilities</b>	<b>214,046</b>
	<b>Represented By</b>	
105,593	General Reserves	189,046
0	Earmarked Reserves	25,000
<b>105,593</b>		<b>214,046</b>

The above statement represents fairly the financial position of the authority as at 30th September 2016 and reflects its Income and Expenditure during the year.

Signed :  
Chairman



Date : 27 October 2016

Signed :  
Responsible  
Financial  
Officer

Nicola Clarke

Date : 27 October 2016

**Holmes Chapel Parish Council 16/17**

**Income and Expenditure Account for Year Ended 30th September 2016**

31st March 2015		30th September 2016
	<b>Operating Income</b>	
148,587	Council Income	188,405
1,640	Grants & Donations	0
855,483	Capital Projects	0
0	Neighbourhood Plan Project	3,200
<u>1,005,710</u>	<b>Total Income</b>	<u>191,605</u>
	<b>Running Costs</b>	
29,291	Employees	18,640
6,402	Premises	1,960
2,628	Office Services	2,299
1,065	Communications	1,045
1,077	Members	227
10,371	Professional Services	1,881
11,800	PCSO	0
1,380	Subscriptions	1,563
2,600	Grants & Donations	2,100
10,825	Village Services	5,806
2,901	Village Maintenance	864
897,713	Capital Projects	0
297	Dane Meadow Project	0
53,605	HC Community Centre Project	39,561
493	Neighbourhood Plan Project	2,577
0	Boundary Signs Project	3,570
357	Village Volunteers	0
0	Play Area Elm Drive Project	1,059
<u>1,032,805</u>	<b>Total Expenditure</b>	<u>83,153</u>
	<b>General Fund Analysis</b>	
132,688	Opening Balance	105,593
1,005,710	Plus : Income for Year	191,605
<u>1,138,398</u>		<u>297,198</u>
1,032,805	Less : Expenditure for Year	83,153
<u>105,593</u>		<u>214,046</u>
0	Transfers TO / FROM Reserves	25,000
<u>105,593</u>	<b>Closing Balance</b>	<u>189,046</u>